

Moving Out Checklist

There is a lot to organise when you move home. This handy checklist may help you to remember some of the people you need to contact.

Who to contact

Contact	Details	Date notified	Complete	Not applicable
Family/friends			<input type="checkbox"/>	<input type="checkbox"/>
Family/friends			<input type="checkbox"/>	<input type="checkbox"/>
Family/friends			<input type="checkbox"/>	<input type="checkbox"/>
Employer			<input type="checkbox"/>	<input type="checkbox"/>
School/nursery			<input type="checkbox"/>	<input type="checkbox"/>
Bank/building societies			<input type="checkbox"/>	<input type="checkbox"/>
Doctor			<input type="checkbox"/>	<input type="checkbox"/>
Dentist			<input type="checkbox"/>	<input type="checkbox"/>
Credit card companies			<input type="checkbox"/>	<input type="checkbox"/>
DVLA			<input type="checkbox"/>	<input type="checkbox"/>
Any loans company			<input type="checkbox"/>	<input type="checkbox"/>
TV licensing			<input type="checkbox"/>	<input type="checkbox"/>
Optician			<input type="checkbox"/>	<input type="checkbox"/>
Hospital/clinics			<input type="checkbox"/>	<input type="checkbox"/>
Pension company			<input type="checkbox"/>	<input type="checkbox"/>
Gas			<input type="checkbox"/>	<input type="checkbox"/>
Electricity			<input type="checkbox"/>	<input type="checkbox"/>
Water Company			<input type="checkbox"/>	<input type="checkbox"/>
Phone/Internet			<input type="checkbox"/>	<input type="checkbox"/>
Council tax			<input type="checkbox"/>	<input type="checkbox"/>
Housing benefit			<input type="checkbox"/>	<input type="checkbox"/>
Electoral Register			<input type="checkbox"/>	<input type="checkbox"/>
Job Centre			<input type="checkbox"/>	<input type="checkbox"/>
Library			<input type="checkbox"/>	<input type="checkbox"/>
Insurance - life			<input type="checkbox"/>	<input type="checkbox"/>
Insurance - home			<input type="checkbox"/>	<input type="checkbox"/>
Insurance - car			<input type="checkbox"/>	<input type="checkbox"/>
Clubs and memberships			<input type="checkbox"/>	<input type="checkbox"/>
Other			<input type="checkbox"/>	<input type="checkbox"/>
Other			<input type="checkbox"/>	<input type="checkbox"/>

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Things to do

Things to do	Details	Complete	Not applicable
Get boxes for packing	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Newspapers for wrapping	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Organise truck/ friends	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Organise removal company	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Organise rubbish removal*	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Organise post redirection	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>

Getting ready to move

Kitchen	Details	Complete	Not applicable
Empty cupboards	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean cupboards	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Make good any damage	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean walls	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean tiling	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean work surfaces	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean windows	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean doors	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sweep and mop floor	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean sink	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Remove all rubbish	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Living room	Details	Complete	Not applicable
Empty cupboards	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Make good any damage	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean walls	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean skirting boards	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean windows	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sweep/clean floor	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Remove all rubbish	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bedroom	Details	Complete	Not applicable
Empty cupboards	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Make good any damage	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean walls	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>

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	Details	Complete	Not applicable
Clean skirting boards	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean windows	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sweep/clean floor	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Remove all rubbish	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>

Bedroom2

	Details	Complete	Not applicable
Empty cupboards	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Make good any damage	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean walls	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean skirting boards	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean windows	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sweep/clean floor	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Remove all rubbish	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>

Bathroom

	Details	Complete	Not applicable
Clean bath / shower	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean basin	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean WC	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean tiling	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean walls/doors/windows	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean cabinets	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean floor	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Remove all rubbish	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>

Loft (if any)

	Details	Complete	Not applicable
Clear/clean/tidy	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>

Balcony (if any)

	Details	Complete	Not applicable
Clear/clean/tidy	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>

Garden (if any)

	Details	Complete	Not applicable
Clear/clean/tidy	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>

Shed (if any)

	Details	Complete	Not applicable
Clear/clean/tidy	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>

Moving Out Checklist

The last day

(Don't forget you need to return the keys by 12 noon)

Task	Details	Complete	Not applicable
Gather up all the keys	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check all windows locked	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check all doors locked	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gas reading	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Electricity reading	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water reading	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Switch off water at stopcock	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
Take all keys to office	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>

*Removing Rubbish?

Bulky items collection service

Your standard weekly rubbish collection service is suitable for most non-recyclable waste that you will need to put out - but some larger items will need to be collected separately.

You can book special collections for bulky items through the council's contractor Veolia which will pick up some reusable or recyclable items for free and make a charge for other items.

See www.haringey.gov.uk for more details.

Reuse and Recycling Centres

A wide range of items can be taken to the two Reuse and Recycling Centres in Haringey which are located in Wood Green and Tottenham.

See www.haringey.gov.uk for more details.