



**0121 377 7349**  
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## MOVING CHECKLIST

So you are moving home, there are a million things to do. But don't panic we have provided a handy checklist to help you along the way.

Make sure you are as organised as possible and make an early start giving you as much time possible to get things done before moving home.

### The Month Before You Move

- Call Middleton Moving. 0121 377 7349. We will arrange a convenient time for one of our friendly staff to take a survey, and give you a fixed quote. Sign and date your acceptance and return to Middleton Moving.
- Notify your service and utility providers that you will be moving, not forgetting TV licensing, council tax, and household media suppliers
- It may be time for a sort through your belongings, deciding what you are going to take, and disposing of what you no longer need.

### Two Weeks Before You Move

- You will probably know by now a confirmed date for your move, let us know as soon as possible so we can book you in.
- If you are packing yourself, we will deliver boxes and our packing materials to you. Make a start on the non-essentials first.
- Get in touch with the Royal Mail and redirect your post.

### One Week Before You Move

- Pack your essentials box, the items that you are going to need when moving. All the items that you will need close to hand.
- Pay your local bills, like the milkman and newsagent, informing them of your new address or cancelling their service
- Confirm the details of the collection and drop off of keys with buyers/vendors or landlords

### The Day Before

- Pack all your items you will need for your first night and morning in your new home. Don't forget your toiletries, towels, a change of clothes. Pack a box with tea, coffee sugar and milk and of course cups and kettle.
- If you have booked us to do the packing for you, there is nothing you need to do, if you have packed yourself make sure you do a final check of all your cupboards, sheds, the loft and under the stairs, to make sure nothing is left behind.

### The Moving Day

- Your removal team will arrive at the agreed time, and talk you through the process, make sure you let them know any requirements you may have. They'll then lay the full carpet protection and begin packing and loading.
- Make a note of all your meter readings, and keep them safe.
- Once we have finished, turn off all utilities and plugs.
- Have one last check of each room, let your removal team know you are happy for them to leave. Leave the keys at the agreed location, and we will meet you at your new home.
- When you arrive at your new property, let the removal team know where you would like everything placed.

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## Safe, Friendly, Reliable and Fully Insured

Middleton Moving. Tyburn Trading Estate, Unit K1, Ashfold Farm Road, Birmingham, West Midlands, B24 9QG