

Moving Planner Guide

The key to a smooth and less stressful move is to start planning early and know what to do first. Use our moving planner guide below to help ensure a perfectly organized moving experience!

One month before Moving -Day:

- Order boxes and packing materials, all delivered to your home
- Compare quotes from several removals companies and book.
- Tell your bank and credit card providers, building society, insurance companies and all other relevant companies about your new address, giving them plenty of time to update their records.

Two weeks before Moving-Day:

- Start eating the food from your freezer first.
- Send change of address cards or emails to friends and family.
- If you think you will need to book storage space, organize that now.
- If you are going to have your house professionally cleaned, arrange it now.
- De-register from your doctor, dentist, optician etc if you are moving out of their area.

One week before Moving-Day:

- Introduce yourself to your new neighbors and give them your moving-in date.
- Organize your utilities to be switched off at your current house when you move out, and connected on your moving day at the new house. Don't forget your phone and internet service.
- Set up a mail forwarding service through the Post Office.
- Make a list of all important phone numbers like real estate agents, settlement, moving company, insurance, utilities companies.
- Arrange babysitting for any young children, and pet-sitting if necessary. If any kids may need a day off school, write a letter now.
- Find out your sellers solicitors new contact details, in case of difficulties at the house.
- Ask your real estate agent if the seller can supply a list of recommended local services like plumber, electrician, for when you move in.
- Visit your doctor and arrange supplies of any medicines you regularly take, to keep you going until you can find a new doctor.

Two days before Moving-Day:

- Start running down your freezer and throw the unnecessary food.
- Take down curtains and blinds; if you will be putting the curtains up at the new house, drop them in to a dry cleaner's near the new property.

- Re-confirm arrangements with your moving company.
- Find out the locations of stopcocks and fuse-boxes at your new house.
- Call the seller to find out recycling days in your new neighborhood.
- Send an email out saying you'll be offline for a few days and pack up all computers; also pack up stereos and big electrical equipment.
- Pack up valuable, delicate or small items like jewelry and ornaments.

The day before Moving-Day:

- Collect any medicines, inhalers etc that you will need over the next few days, along with contact lens solutions, glasses, razor, toothbrush and add to your personal luggage.
- Collect together your keys, mortgage deeds, purchase contract, insurance documents, important phone numbers, moving company's paperwork, utilities paperwork, a calculator, an alarm clock, your check book and credit cards, and add to your personal luggage.
- Pack a box containing the coffee maker, mugs, teaspoons, sugar, teabags, coffee, snacks, takeaway menus, scissors, a torch, can opener, a radio, soap, toilet paper and towels and mark it clearly.
- Pack a box of basic cleaning and repairing products for the new house, including a trash bags.
- Box up things like books and out-of-season clothes.
- Get cash out for last-minute emergencies, basic supplies and tips.
- Recharge your mobile phone.

On the Moving Day:

- Each person should keep their personal luggage on them. Pile them by the door until you're ready to go - don't leave with boxes where movers may put them in the truck.
- The box containing the coffee maker, mugs etc should travel with someone in the truck who should then ensure its put in the new kitchen area.
- Leave a note with your contact details for the new occupants if necessary.

Moving Packing Guide

Our Moving Packing Guide is full of top tips to help take the stress out of packing. We have divided the guide up by room for easy reference.

Kitchen

- If you keep your sharp knives in a knife-block, wrap them together for safety and protection. If they are not stored in a block it is best to wrap them separately rather than together.
- When wrapping pots and pans, utilize the space in the pan with other kitchen items and invert the lid, placing the handle down. Pots, pans, etc. can be stacked in a box with packing paper between them.
- Wrap each glass separately in tissue paper or wrapping paper. Wrap the stems of glasses until they are the same width as the base and bulb. This makes an easier shape to wrap and adds strength to a fragile item. Pack upright and in strong boxes. Place fragile labels on the completed boxes immediately.
- Pack plates vertically on their edge instead of stacking them on top of each other. They have a far greater weight bearing strength this way. Place saucers, plates and platters on edge - Do not stack flat.
- Individually wrap dishes. Stack them flat - as you would store them in your kitchen cabinets. Cups and dishes may be placed inside each other and wrapped three or four in a bundle. Put layers of bubble wrap between each dish. Fill the top dish with crumpled wrapping paper.
- Put bottles of wine and spirits in wine boxes. A broken bottle can ruin many items.
- Pack small appliances in their original container. If this is not available, use a box padded with wrapping paper or your kitchen towels. Wrap the appliance in bubble wrap to ensure adequate cushioning. You can pack several small appliances to a box.
- Clean the oven thoroughly - grease left on the exterior will catch dust and dirt, and unfortunately, leave spots on anything that it touches.
- Dry out refrigerators and freezers and dispose of all perishables.

Bedrooms

- Quilts, pillows, light/bulky items will be best strapped with handy wrap and then packed in extra large boxes. If you have small fragile items, you can pack a few in between the pillows for extra protection - just don't forget they are there!
 - Take the bed frame to pieces. Secure the pieces together with handy wrap & keep all nuts and bolts together in a self seal bag. Be sure to label the pieces

so you know how to reassemble it at the other end!

- Protect your mattress with a mattress cover or large sheets of plastic. You may want to cover them just before you walk out the door - the plastic may make it difficult to move downstairs or around awkward corners in your home.
- Dresses, coats, suits and anything else that normally lives on a hanger will travel best in a wardrobe box - just move the hangers straight into the box. Shoes can be packed in the bottom. Clothing in drawers should be packed in suitcases or suitcase boxes, which can hold a lot of clothes without making the box too heavy.
- Put curtain rails and blinds in a protective bag and secure with handy wrap.
- Dressers - Fill drawers with small breakable items and cushion well with loose clothes. Secure drawers with pad or blanket and tape. Do not overload drawers with heavy items.
- Use only book boxes for books -- they get very heavy, very fast. You can use small paperbacks to fill the sides of the box if there is extra space. Lay the books flat inside the box and alternate bindings to prevent spine damage.
- Valuables - Set aside jewelry, important papers and safe deposit box contents to be packed in a small container you can keep with you throughout the move.

Lounge

- Pack houseplants in tall boxes to protect foliage.
- Protect your suite with sofa and armchair bags.
- You may want to wrap your best furniture in bubble wrap or furniture blankets, not only to protect it from scratching, but to keep dust and dirt off too. Handy wrap can also help to prevent small scratches and dust from damaging your furniture. Make sure to wrap the item well to prevent difficulty while you are moving.
- If you can take your furniture apart in any way to make it easier to move, make sure you put all nuts, bolts and screws in a self seal bag and secure the bag to the furniture. Use handy wrap to hold drawers shut and wrap exposed legs (on tables and chairs) in bubble wrap or wrapping paper.
- After disassembling lamps, pack the bases in boxes stuffed with packing paper or bubble wrap. Pack lamp shades individually in boxes with plenty of packing paper for stuffing. Don't use newspaper because the ink smudges.
- After vacuuming rugs, roll up, place in a plastic cover and secure with handy wrap.
- Tape across mirrors and paintings framed with glass. Wrap each item in bubble wrap. Small mirrors can be packed in boxes. For a larger mirrors and large picture frames, it is best to use purpose-made picture boxes. Mark GLASS on the outside to prevent mishandling. Always pack and store on end.
- Box TV's and stereos upright and make sure they are well padded on all sides.
- CDs, games, DVDs etc should be packed in purpose made boxes. The same goes for any vinyl records you still have. Mark the boxes Delicate.
- Make sure ornaments and other small fragile items are well-protected with plenty of cushioning and packed separately in ornament boxes. Wrap first in tissue paper,

then pad out with wrapping paper.

Dining Room

- For large tables, remove legs and tie together. Put nuts and bolts into a sealable bag and secure to underside of table top. Use a furniture blanket to cover tops.
 - Wrap small table tops in a furniture blanket and wrap legs to prevent scratching.
 - Wrap all pieces of china and glassware individually. Using several sheets of clean tissue paper, start from the corner, wrapping diagonally and continuously tucking in overlapping edges. Use plenty of tissue paper, followed by several layers of wrapping paper to cushion and protect all china and glassware. Use ornament boxes if necessary for particularly fragile items. Label boxes with room, contents and "FRAGILE—THIS SIDE UP."
- Flat China's Glassware can be wrapped individually with tissue paper and then bundled together with wrapping paper. Place each bundle in a plate box, on edge, using the cardboard pads to separate each bundle. Surround each bundle with crushed paper, being careful to leave no voids or unfilled spaces. Add two or three inches of paper on top of the bundle to protect rims and tape securely. Mark boxes "FRAGILE"
- Wrap china cups individually first in a double layer of paper protecting handles with an extra layer of clean paper. Then, pack cups upside down in a mug / glass box.
 - To protect silver pieces from ruining, they should be completely enclosed in wrapping paper or bubble wrap.
 - Tea sets and serving dishes should be wrapped carefully using tissue paper and wrapping paper like all fragile items and packed like china.
 - Even if silverware is in a chest, fill all empty spaces in the chest with newsprint to prevent shifting.

Garage / Shed

- Loosen, lower and turn bicycle handlebars at right angles to save space. Clean and cover chains and pedals with corrugated card to protect other items from being snagged or soiled.
 - Drain fuel and oil from lawn mowers before loading. Remove handle from hand mowers and place blade end in sturdy box. Mark properly.
 - Drain hoses, coil and pack in boxes. Fill remaining space with lawn sprinklers, small garden hand tools, etc. Secure brooms, shovels, and other long-handled tools together with handy wrap.