

MOVING TO YOUR NEW HOME CHECKLIST

3 WEEKS TO GO

- Hire a removal company (if needed), check they have insurance to cover for any loss or damage to your goods.
- Start collecting newspaper/bubble wrap/boxes/packing tape if not provided by your removal company.
- Arrange for your post to be re-directed.
- Arrange for transfer of your home contents insurance for the move day.
- Start clearing out the loft/garage/shed.
- Start packing up any non-essential items.
- Let everyone know where & when you are moving home i.e. banks/doctors/dentist/schools/employer/insurance companies/Drivers Licence.
- Book time of work for the move day (if needed).

2 WEEKS TO GO

- Start running down food in your freezer.
- Contact your TV, Internet and utility companies to inform them of your move.
- Arrange childcare/pet care (if needed) for the move day.

1 WEEK TO GO

- Confirm details with removal company (if needed).
- Keep your vacuum cleaner, duster, polish handy for the last once-over.
- Update your council tax details.

1 DAY TO GO

- Defrost your fridge/freezer.
- Make up a 'Moving Day Survival Kit' of clothing, kettle, teabags, mugs, sugar, milk, snacks, toilet roll and a hand towel.
- Clean down all paintwork, work surfaces & sanitary ware.
- Vacuum carpets/floor Disconnect the washing machine, dishwasher & tumble drier.
- Advise your solicitor of the time of move so they can ensure all completion money is transferred to the builder prior to your arrival on site to collect the keys.

MOVING DAY

- Telephone your utility companies to submit your final readings (we recommend taking photographs).
- As soon as the monies' have been received at our solicitors the keys will be released for you to collect.
- Our Sales Executive together with the Site Manager will inform you when completion has taken place and arrange to meet you at your brand new Elan home with the keys.
- Sign the handover form.
- 48 hrs after the handover, our Sales Executive will make a courtesy call to ensure all is well and help in any way to resolve any issues you may have.
- 7 days after this the Site Manager will make a further courtesy call to ensure you're at ease in your new home.