

THE BEST MOVING Checklist



INTRODUCTION

You are about to close an old chapter in your life and open a new one. It's time to relocate. We all do that several times in our lives, but still it's one of the most stressful moments. Therefore it's important that this relocation runs smoothly. Experience shows that good preparation contributes to a smooth and stress free relocation. After all, well begun is half done. Therefore, use this moving checklist as a guideline for your next relocation.

2 MONTHS PRIOR

- ☐ Request relocation leave from your employer.
- ☐ Ask your employer about the moving allowance.
- ☐ Cancel the rent on your old place.
- ☐ Make agreements with the new residents of your old place.
- ☐ Make agreements with the former residents of your new place.
- ☐ Inquire about the future school for your children and childcare.
- ☐ Register your children at the new school, sports club, doctor, dentist and pharmacy.
- ☐ Take the dimensions of your new home (for organizing your interior).
- ☐ Check whether all furniture fit through the stairwell, doors and windows in both the old and the new place (if not, a moving lift must be used).
- ☐ Do you have enough space and connections in the kitchen for your refrigerator, freezer, stove, etc?
- ☐ Inform your friends and family about the relocation and enlist their help.
- ☐ Organize and sort all the items and furniture you want to move and the items you're getting rid of.
- ☐ You can offer items for sale or have them collected for free by the thrift store.
- ☐ Create a moving folder in which you include the quotes, receipts and all invoices.
- ☐ Consider which services you want to use. We offer a packing, moving, handyman, and clearance service.
- ☐ Request a free quote via www.studentmovingcompany.nl and plan your move.

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1 MONTH PRIOR

- ☐ Report the move to the TV, telephone and internet provider.
- ☐ Transfer all insurance policies such as home contents insurance, etc.
- ☐ Convert your parking permit or cancel if your moving outside the city.
- ☐ Apply for an exemption or permit from the municipality if the street needs to be blocked.
- ☐ Turn off the gas, electricity and water in your old place.
- ☐ Connect the gas, electricity and water of your new place.
- ☐ Purchase packing materials if you pack everything yourself.
- ☐ First pack the things you won't need for a long time, such as books and clothes
- ☐ Plan a housewarming party.

2 WEEKS PRIOR

- ☐ Inform all organizations about your move (such as municipality, doctors, dentist etc.).
- ☐ In case of a business relocation, inform your suppliers, customers and authorities about the move.
- ☐ Collect all spare keys to your old place and store them properly.
- ☐ Arrange care for your children and pets for the moving day.
- ☐ Make sure you have enough waste bags, because you throw away more than you initially think.
- ☐ Pack a box with important papers / valuables and store them safely.

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1 WEEK PRIOR

- ☐ Clean your new place and create a floor plan for the layout of your interior.
- ☐ Remove the lamps and curtains from your old place and hang these in your new place.
- ☐ Schedule an appointment with the municipality to collect your last waste.
- ☐ Are there any changes to the move? Please pass this on to our moving specialists.

1 DAY PRIOR

- ☐ Unplug your refrigerator, let it defrost and clean it.
- ☐ Dismantle furniture that cannot be moved in its entirety.
- ☐ Disconnect electrical appliances such as television, home cinema, etc.
- ☐ Keep two parking spaces in front of the door free for the moving van.
- ☐ Pack the last things into boxes. Don't forget to use wrapping paper for fragile items and plastic covers for seats and beds.

D DAY OLD PLACE

- ☐ Keep two parking spaces in front of the door free for the moving van.
- ☐ Store your (spare) keys, cash and cards in your handbag.
- ☐ Be on time at the old place or arrange for a replacement to take over your duties.
- ☐ If you receive help from family or friends, clearly divide the tasks.
- ☐ Discuss the progress of the moving day and any changes with the foreman.
- ☐ Clean your old place, write down the meter readings and turn off the gas and water supplies.
- ☐ Check if all windows and doors are closed and that no items are left behind.
- ☐ Say goodbye to your old neighbors.

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D DAY NEW PLACE

- ☐ Keep two parking spaces in front of the door free for the moving van.
- ☐ Be on time at the new place or arrange for a replacement to take over your duties.
- ☐ Delegate work and direct the movers to place all items in the right place.
- ☐ Have your bed assembled immediately so that you can sleep peacefully.
- ☐ Deal with the movers from StudentMovingCompany.
- ☐ Include the moving receipt in your moving folder.
- ☐ Check all moved items for any damage.
- ☐ If damage has occurred, take a photo of it and send it with a copy of the receipt to info@studentmovingcompany.nl. Our damage expert will then contact you as soon as possible.

1 WEEK AFTER

- ☐ Allow the liquid to acclimatize in your refrigerator and freezer for 24 hours before plugging in.
- ☐ Make one of the rooms habitable as quickly as possible.
- ☐ Report the relocation of address to your new municipality. You should do this within a few days after the move.

FINAL WORD

Thank you for choosing StudentMovingCompany. We wish you prosperity and much happiness in your new home. We hope that the moving checklist provided guidance during the moving process. Could you still use our help? Please contact one of our moving specialists. Our specialists are happy to assist you in every way possible.