

JOHNSTONE'S REMOVALS & CONTAINERISED STORAGE

CHECKLIST

Useful Contacts

Seller Name & Address	Contact No	Buyer Name & Address	Contact No
	Tel: Mob: Email:		Tel: Mob: Email:

Solicitor Name & Address	Contact No
	Tel: Mob: Email:
Estate Agent Name & Address	Contact No
	Tel: Mob: Email:
Mortgage Lender Name & Address	Contact No
	Tel: Mob: Email:
Removal Company Name & Address	Contact No
Johnstone's Removals Unit 23-25 Harnham Trading Estate Salisbury SP2 8NW	Tel: 01722 337384 Email: enquiries@johnstones-removals.co.uk

Name	Contact No
Doctor	
Vet	
Dentist	
Schools	
Council	
Bank	
Electricity	
Gas	
Water	
Telephone	
Mobile Telephone	
Cable/Digital TV	
TV Licence	
Car Insurance Services	
House/Buildings Insurance Services	
Hire Purchase	
Credit Card	
Milkman	
Newspapers/Magazines Subscription	

To assist you in preparing for your move:

- Decide what is to be packed by us and what you will pack.
- Decide what items you wish to transport and what you want to dispose of.
- Make arrangements to disconnect domestic services and take final meter readings and reconnection in your new home.
- Update your address and contact details with the appropriate services, e.g. bank, subscriptions, insurance etc.
- Return borrowed items such as library books.
- Collect copies of medical, dental and vet records if appropriate.
- Think about having your mail redirected.
- If you have pets, start thinking about the arrangements to transport them or book your pets into a kennel if necessary.
- If you have children start thinking about arrangements for them on removal day.
- Locate any important documents ie passport, legal documents, driving licence, keys etc and keep them in a safe place ready to transport with you on move day.
- Plan on taking with you any valuable jewellery and pack them securely.
- Clean out your closets, attic and storage rooms of the items you will be disposing of.
- Clean the BBQ and disconnect and empty the gas bottle.
- Drain and coil garden hoses.
- Clean rubbish bins, wheelbarrow, garden tools and compost bins to prevent mud being transported with your belongings!
- As a precaution backup your computer files on disc and plan to take it with you.
- Disconnect your computer system.
- Drain your power tools and lawnmower of petrol or oil.
- Carefully dispose of any unsealed liquids.
- If packing yourself: pack similar items together ie books, glasses in small boxes, pack small pictures in boxes front to front and back to back with wrapping paper between each.
- Pack contents of fridge in a cool box the day of the move.
- Mark or label each box with room destination ie kitchen, lounge, bedroom, bathroom, study etc.
- Leave freezer contents in the freezer.
- Disconnect any wired in electrical items prior to your removal date ie light fittings, kitchen appliances etc.
- If going to storage, empty & defrost fridges/freezers 2 days prior to your move day.
- Make arrangements for your family's refreshments throughout the day of the move.