

### First Time Buyer - Countdown checklist

Use this list to help as your completion date approaches.

<b>Four weeks before</b>
Get quotes from at least three removal or van hire companies Quote 1: Quote 2: Quote 3:
Arrange meter readings at present address Gas Electricity Water Phone
Confirm taking over at new address Gas Electricity Water Phone
If currently renting, send landlord written notice
Start collecting boxes, packing cases etc.
Check home insurance cover during your move
Arrange to redirect post
Start packing non-urgent items. Label boxes
Start to empty freezer
<b>One week before</b>
Confirm removal date and time with removal or van hire company
Settle milk, paper etc. accounts
Arrange pet care (if applicable) for removal day
Defrost freezer (when empty)
Send change of address letters
Continue packing less urgent items. Label boxes
<b>One day before</b>
Finish packing everything except essentials*
Lay dust sheets to protect hall carpet
Keep cash, credit cards and cheque book handy
Put valuables in a safe place
<b>On the day</b>
Let the removal men do the packing (or pack your own van)
Check nothing is left behind
Lock up and deliver keys to solicitor/estate agent as arranged
<b>*Essentials</b>

Kettle	Tea	Bulbs
Mugs	Coffee	Fuses
Milk	Toilet paper	Torch
Sugar	Bin liners	Tools
Teaspoon	Cloths	