

NEWBY & CO
local estate agents

TAKING THE STRESS OUT OF MOVING



**A FEW TIPS & SUGGESTIONS FROM OUR
CONSIDERABLE EXPERIENCE TO HELP YOU
PLAN AND COMPLETE A SUCCESSFUL MOVE**

The closer you get to that completion/moving day you need to start planning! Remember ... a successful move is all about PREPARATION!

Always plan to move on the day of completion. Once the funds have been paid to your solicitor your buyer is entitled to the keys and full vacant possession of your property and in most cases they will expect it. You are legally obliged to allow access at this point even though you may not have received the money from your solicitors yet.



Typically completion can take place any time from 10am to 4pm. Although there has to be some give-and-take people can get very stressed if they have a removal van fully loaded, charging by the hour and waiting for you!

Also please bear in mind that it is good practice to provide two sets of keys for each lock, including windows, garages and sheds. It is also expected that outbuildings and lofts are completely cleared of all items including rubbish.



Packing:

Moving home is a great chance to DECLUTTER! Most of us pay good money to shift stuff that we end up throwing out just days or weeks later.

We are also very likely to under-estimate just how much stuff we have... so start early! Even if you use a removal firm it is usually cheaper to pack yourself.



Newby & Co provide a plentiful supply of strong boxes and packaging on a loan basis. Just call us to check on availability, collect from our office and bring them back after you unpack.

Change of Address:

We recommend the Royal Mail on-line post-forwarding service (go to www.royalmail.com) but you will still, in time, have to advise all sorts of people of your new address.



Please see the opposite page for our suggestions of the parties you should advise of your change of address.

Remember your actual moving date is not “set in stone” until the legal exchange of contracts by your solicitors has taken place.

PEOPLE TO INFORM OF YOUR NEW ADDRESS	PHONED	CONFIRMED IN WRITING
Telephone (Landline)		
Mobile Phone Contracts		
Internet Service Providers		
Gas		
Electric		
Water		
Employers, Hr, Payroll Depts		
Schools		
CLUBS Eg Golf Clubs, Scouts/Brownies, Football Etc		
Library		
Doctor's & Dentists		
Council Tax Department		
TV LICENSE (Tvlicensing.Co.Uk)		
Banks		
BUILDING SOCIETY ACCOUNTS (ISA's Etc)		
Pension Providers		
LOAN COMPANIES (CAR LOANS Etc)		
INLAND REVENUE (Self Assessment, Family Tax Credit Etc)		
Accountants		
DVLA & DRIVING LICENSES (For All The Family)		
Shares & Investments		
Insurances & Life Policies		
Credit Cards		
STORE CARDS (Inc Nectar, Tesco Etc)		
Newspaper Delivery/Magazine Subscriptions		

“The Numbers Game”:

Whether you are attempting a DIY move or hiring a removal firm the following will speed things up and avoids spending the first few weeks in your new home carting boxes from one room to another.

Make a list of every room in your new house (including the garage, sheds etc) Give each room a number. Buy some thick black marker pens and each time you pack a box mark it top and sides with the number of the room it is heading to. Do the same with stickers and tie on labels for all items of furniture, pictures etc.



When you get to your new home make sure you are the first to go in and fix a large label to each and every room with its correct number. This may seem a lot of fuss but it is infinitely better than spending hours being chased around by sweaty removal men asking “where’s this going?”

Tea & Sympathy:

Unsurprisingly, removal men need constant refuelling. Large amounts of tea, coffee and biscuits will result in a smoother move and a greater chance of the right boxes going in the right rooms! Start as you mean to go on: offer them a drink as soon as they arrive. Be the sort of client they want to go the extra mile for!



“The Hospital Bag”

Most expectant mothers pack a bag before their due date, ready for a dash to the hospital and we suggest you use this principal to have a small suitcase with the following essentials for a trouble free moving day:

A change of clothes, wash bag, towel, any important keys, loo roll, light bulbs, cleaning products/kit, screwdrivers, a sharp knife, large quantities of tea, coffee, mugs etc, mobile phones and chargers, essential telephone numbers and a copy of Yellow Pages. It is also advisable to have a kettle and vacuum cleaner close at hand. This should stay with you in your car and go nowhere near the removal men.



RECOMMENDED LOCAL TRADES

HOUSE CLEARANCE:

PAUL QUINN 07803 236 246

REMOVALS:

LEE ROBINSON 07946 971 200

ELECTRICAL:

SIMON ROGERS 07734 928 134

PLUMBING & HEATING:

MARK NEWSON 07971 145109

FENCING:

KEVIN CALLAGHAN 07836 774 352

STORAGE:

THE SPACE PLACE 0116 262 4300

FINANCE & INSURANCE:

MICK MULLINS- THE MORTGAGE MART 01455 230739