

A Guide to Planning Your Move

Given the stress of selling, buying and renting homes, it's no wonder that people often give little time to thinking exactly what will or will not be moved to their new home. But a little planning beforehand can ensure a smooth and efficient move to your new home. We recommend that you use a removal company that is a member of the British Association of Removers (BAR) who have a code of practice that should ensure your move is completed to your satisfaction.

Planning your move

The removal company

When you arrange for a removal company to help you move, they need to understand how much requires moving, if packing is required, the time it will take them and how far they need to travel. They will then arrange the appropriate vehicles, number of men required and packing materials to meet your requirements.

Packing

Packing can be the most time consuming and frustrating part of any move. Many people often leave it to the last minute only to find they don't have enough appropriate boxes to do the job properly. Your remover can supply you with all the packing materials you need. According to your wishes, your removal company can do all, some or none of the packing. If you have agreed for your removal company to do the packing, the quotation will include the supply of labour and packing materials and therefore all you need to do is relax and let them get on with it. If you had intended to do all the packing but, for whatever reason, you haven't had the time then you will often find that your removal company will still be able to assist. However, you should give them reasonable warning (at least a phone call the day before) so that when the lorry arrives at your home, it will have the necessary crew and packing materials needed for the extra work.

Insurance

Even with the greatest care taken, no removal company can guarantee that your personal and cherished belongings won't get damaged in transit. This is why it is important check that your removal company has appropriate insurance in place.

What to Take

Decide what you want to take early on and make sure your removal company knows this before the quotation is provided. Do not put everything together in one room or area; this makes it very difficult for the crew to work and it will slow them down. If you can, try to remove anything that is not going to your new home before the moving day. If you can't, then just identify the items clearly, usually by using labels provided by your removal company.



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Special Items

If you have something unusual to take with you, let your removal company know. They will make special arrangements for plants, fine art, antiques, wine collections, IT equipment, or anything else about which you are particularly concerned.


The Date

Arrange the date as far ahead as possible, but don't guess. Keep your removal company informed if you think they might need to react at short notice.

Mains Services

Your removal company is not allowed to tamper with mains services. Make arrangements with your gas and/or electricity companies well in advance. Also inform your telephone company and Internet Service Provider and, if required, make arrangements to keep your old numbers.

Deep Freezers

A circular inset image on the left side of the page shows a close-up of a brick wall and a window frame. The image is partially obscured by a large, light green circular graphic element.

It is advisable to run down stocks as much as possible - freezers are not designed to be moved whilst loaded. For long distance moves they will need to be completely emptied and for short trips the contents may be temporarily removed, packed in boxes and reloaded at the new home. However, neither the removal company nor most insurers will accept responsibility for any deterioration of the contents.

Carpets and Curtains

Your removal company will take down curtains and take up carpets by special arrangement, but will not fit them again in your new home.

Light Fittings

You should arrange for removal of light fittings before the moving day as your removal company will not be qualified to do so.

System Furniture

This type of furniture is not designed to be moved in its assembled form. You should discuss this with your removal company who will be responsible for dismantling it. Generally speaking, removers would not expect to reassemble such furniture although they may, under certain circumstances, be prepared to quote separately for such work.

Drawers

Clothes and other light items may be left in drawers, but heavier items such as books, files or tools should be removed and packed separately.

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Parking and Access

Tell your removal company if there are parking restrictions at either location. Your removal company will make arrangements with the authorities for permission to park if required. Also inform them if they are likely to face any difficulties getting access to your new home. These might include narrow streets, overhanging trees, unmade roads, small doorways, spiral staircases, etc.

Multi-Storey Buildings

Tell your removal company if you are moving to a flat or a multi-storey building and whether or not there is a lift (and how big it is!). Where possible we recommend that you make arrangements for priority use of the lift for the day.

Spare Key

Sometimes the removal vehicle will arrive at your new home before you do. If you can, give the foreman a spare key so they won't lose any time waiting for you.

Maps and Plans

Please give the driver clear directions to your new home and a street map if possible. Also draw a floor plan of your new home and give it to the foreman so that everything can be put in the correct room. Colour coded labels can also help to identify the correct location for items - speak to the removal company about this.

Children and Pets

Older children may enjoy the excitement of the move and should be included as much as possible, both during the planning and the move itself, to help them understand the reasons for moving and reduce homesickness. You might consider having younger children and pets looked after by a relative or friend while the move is taking place.



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