

MOVING CHECKLIST

6 MONTHS

- Check immigration requirements of your destination country and take necessary action.
- Confirm validity of all family members passports.
- Check the lease cancellation policy of your current property.
- Check for any necessary vaccinations.
- Check the termination notice period for your utilities such as mobile phones, internet and TV provider, gym and any other clubs.
- Inform your children's schools in good time and make sure you get copies of school reports and certificates for the new schools.
- If you are moving with pets, check any regulation. Atlas can help put you in contact with specialist providers.

3 MONTHS

- Inform landlord of lease cancellation in appropriate time and manner (e.g. written, registered letter etc.).
- Arrange for repairs of any damages at the property if necessary.
- Find a new tenant, if necessary.
- Check insurances, if necessary take out new insurances in the destination country (accident, liability and household insurance).
- Check if you need an international driving license in your destination country.

2 MONTHS

- Unsubscribe telephone, internet, electricity, gas, etc.
- Inform your bank of your plans as soon as you can so that you can set up a plan for a smooth transfer.
- Carry out any necessary vaccinations.

4 WEEKS

- Make sure all your visas are in order, if required.
- Check what the deregistration rules are in your gemeente.
- Make arrangements for the final cleaning of your property after packing. We suggest using a professional cleaner who can manage the handover guarantee - Atlas can help!
- Arrange appointment for property hand over – check if you have all the keys!
- Collect copies or originals of all relevant documents, such as work permits, tax records and credit references, doctor, and dentist records etc.
- Arrange for electricity and gas meters to be read and supplies cut off or transferred on the day you move.
- Clear out the loft, cellar, or garage. Atlas can help with disposal on the packing day!

2 WEEKS

- Decide which personal items you want to pack or bring yourself and put them in one place.
- Identify valuable items of jewelry and personal things you want to carry with you and put them safely in one place.
- Make sure you have your tickets, hotel reservations, passports and other documents safely in one place.
- Make sure you have returned rented items, such as modems, televisions etc.
- Sort all your keys into two bunches: those you want to take with you and those to leave behind. Labelling them will make this important job easier.
- Organize for the Post to redirect mail.
- Prepare garden tools for packing. Motor mowers must be drained of oil and fuel. Drain hosepipes and roll them carefully.
- Recycle, donate or throw away items that you will not be bringing. Dispose of oil, paint, aerosol cans and other flammable and toxic chemicals carefully.
- Make plans to be present during the packing day(s) – your onsite collaboration with our experienced Atlas crews ensures efficient packing and best possible results!

ON THE DAY!

- You will be asked to sign the inventory list. Keep your copies safe.
- Your Atlas crew will guide you through the day!

