

# Removal Checklist



Using Plymouth Removers will ensure that your move is successful and as stress-free as possible. So to help you feel prepared and forget the panic here's our removal checklist.

People who need to be notified of your move;

- ❖ Notify your Doctors, dentist, optician and vets.
- ❖ Notify your telephone and network provider
- ❖ Notify your Bank and credit card companies.
- ❖ Notify Television Licence, passport, car licence and registration offices.

Storage need to know;

- ❖ If plants are needing to be moved arrange from to be left with a neighbour or family member while in storage.
- ❖ Arrange for potentially dangerous, damaging or explosive items such as gas bottles , aerosols, paints, fire arms and ammunition to either stay with yourself or family members
- ❖ Keep important documents with you just in case you need them while you're in storage.

Prior to the removal day;

- ❖ Dismantle furniture etc. beds and wardrobes unless we have agreed to dismantle the furniture for you.
- ❖ Clear the loft of contents unless we have deem the loft safe for our men and agreed to do so.
- ❖ Drain fuel from lawnmowers, motor cycles etc.
- ❖ Remove any fixtures and fitting you are taking with you.
- ❖ Disconnect any light fittings you are taking.
- ❖ Prepare plants for transit.
- ❖ If items are not to be moved please label clearly to avoid confusion.
- ❖ Start running down freezers- we do advise against moving freezers full or frozen if food is required to be moved then we suggest putting food into bags.

On the day of the removal;

- ❖ Any valuables keep safe and carry them with you to your new home so you know where they are at all time.
- ❖ Before the removal van and team departs check nothing has been forgotten, responsibility is yours to see nothing is moved in error.
- ❖ Ensure that our crew had direction to your new address and a phone number to contact you.
- ❖ Agree on an arrival time.