

# Self Move Check List

## BEFORE YOU GO ...

### have you discontinued these services?

- Milk delivery
- Bread delivery
- Newspaper delivery
- Telephone
- Gas and electricity
- Water
- Fuel oil
- Freezer supply

### have you notified your change of address to?

- The post office, for redirection of mail
- Your bank, to transfer your account
- The Electoral Registrar
- The Motor Registration Centre and Ministry of Transport for car and drivers licence changes
- The Inland Revenue Department
- Your Hire Purchase company
- Your Insurance company, to transfer your household insurance
- Your Life Assurance company
- Your car insurance company
- Your health insurance fund
- The Principal of your children's school, and received a letter from him regarding the status of your children in school
- Local Municipal Authority – Rates
- Lodges, Benefit and other Societies
- Club Memberships
- Publications to which you subscribe
- Stores – where you have charge accounts
- Relatives, friends and regular correspondents
- Government Departments – advising them where to send child endowment or other payments

- Pistol or Gun Licence Authorities
- Your solicitors
- Your church
- Your laundry service

### have you also –

- Defrosted your refrigerator. All appliances ready for removal.
- Please check and make the necessary arrangements with the refrigerator and washing machine, etc, manufacturer.  
Arranged for Electricity or Gas Companies to disconnect any fittings from the supply (We are not allowed to do this.)
- Disposed of your unwanted furniture by auction or otherwise (Conroy Removals & Storage can arrange this as part of the move – or will store it for you.)
- Put aside bits and pieces you don't want to take (Why pay to have them moved)
- Cleaned out the bathroom cabinet and disposed of all those old medicine bottles
- Tightened the lids on all jars containing liquids
- Returned any garden tools, books, records you borrowed
- Had your doctor and dentist recommend someone in the town or area to which you're moving
- Asked us about insurance during the move

### a few don'ts –

**Don't** have your furniture french polished just before moving. It takes weeks to harden and is impossible to handle without marking.

**Don't** put breakables in drawers.

**Don't** put liquids in drawers (sauce bottles, perfumes, etc)

**Don't** overload drawers with linen, sheets and clothing. Too much weight can damage furniture.

**Don't** store perishable foods – such as cereals, flour, vegetables.

If storing your household goods, the following articles are classed as DANGEROUS GOODS and cannot be stored: ammunition, new or partially used cans of paint, used paint brushes, linseed oil, turpentine, kerosene, petrol, naphtha, cleaning fluids, oily rags, shoe-cleaning rags or pads, polishing cloths, aerosols of any kind, vegetable oils, chemical sets.

**Don't** forget to drain the fuel from primus stoves, heaters, lamps and lawnmowers.

**Don't** store jewellery, money, legal documents, taxation papers, insurance policies or other documents or articles of extreme value. You may require these during the periods of storage. You should either keep them with you or we will be pleased to place them in our strongroom for immediate access.

**Don't** fail to advise us if you are moving any valuable jewellery, furs or paintings with your household goods. For our mutual protection – and insurance purposes – notice in writing is requested.

**Don't** forget to tell us EVERYTHING you want moved. It's your responsibility to check before the van drives off.

### now – one last look around –

- Anything left behind? The attic... garden... garage... under the house
- No clothes still at the dry cleaners, or shoes at the bootmakers, or clothes and sporting goods in lockers at clubs or schools
- Water heater turned off and drained
- No taps left running
- Light switches all turned off
- Gas taps all turned off
- Windows and doors all locked
- Old house keys surrendered

What about a farewell drink with the neighbours (You've earned it!) It's a good idea to get your new home cleaned before the furniture arrives. And it's a lot easier when it's still empty.

No – we won't make a mess, and you won't have to clean after us.

**WE CAN INSURE ALL OF YOUR POSSESSIONS AGAINST LOSS OR DAMAGE**