

An diese Punkte sollten Sie denken!

to-do-list and what you should pay attention for

Lease contract for your new home Already at your first view you should try to detect any faults and be adamant that all deficiencies will be remedied by no later then your moving-in date. Write everything down. Inform yourself about your rights and duties. Consider the cancelation period for your old home.	done
Cancelation period for your old flat Cancel your lease contract by letter in time, pay attention to your cancelation period. It's useful to look our for a new tenant, if he might your kitchen, built-in units, carpeting, curtains etc. Fix the value and sale with the new tenant.	
Assumption of furnishing Talk to your landlord if you can take over furnishing like kitchen, built-in units, carpeting etc.	
Rental bond Reclaim back paid rental bond including interest when you move out of your old home provided that your former landlord does not have any claims	
Craftsmen Will you need any craftsmen for maintenance or installation works? To connect washing machine or oven? Don't hesitate to ask us, we will help!	
Expert advice for moving We sould love to advice you for your moving. Point by point we will help you with your to-do-list. Feel free to contact us and arrange an appointment for your expert advice.	
Moving date Arrange with us your desired moving date and conclude a contract for your moving. You will always look back to your moving with a smile if you make a contract with us. Satisfaction guaranteed.	



Cancellation / Notification of change of adress	done
Electricity provider	
gas provider	
sater supplier	
landline network provider	
cable tv supplier	
TV license contract	
maintanance agreements	
News subsciption	
other subsciptions	
bank accounts	
Clubs and associations	
• School	
KindergartenRegistration officeInsurances	
Health insurance	
Change of adress order	
Church	
 place a standing order or direct debiting mandate (for example for rent) 	
finance authority	
bulk rubbish order	
register car	
Counter readings	
Together with your former landlord you need to read the actual counter readings.	
Also in your new apartment you need to read them	
Employers	
If you move for professional reasons, clarify if your employer will participate in the costs for your moving. Also check if you can get special paid leave.	П

If you won't move with all of your stuff Check your appartment, if you will really take everything into your new home. If not, order for bulk rubbish in time.	done
Depp freezer Until you move try to empty your freezer.	
Garbage Have enough binbags available	
Wrapping your goods If you want to pack your goods yourself, don't forget to order boxes in time. Also you will need tissue paper and bubble wrap Label all boxes on top so they can be brought into the right room in your new home. The lid of the boxes has to close horizontally so the boxes can be stacked.	
Craft paper Pack your dishes and glasses in tissue paper and bubble wrap. Heyvier things at the bottom and lighter items on top. Please consider that the movers can not be held responsible for self packed items.	
Private and personal requirements Pack all that you will need at your moving day into one suitcase so it will be ready to hand. Don't forget your pets and pet food.	
Disassambly and reassambly of your furniture Arrange an appointment for your assamblies, if needed. Also take care that someone will disconnect and connect your washing machine and dishwasher.	
Prohibition zone Where required you might need a prohibiton zone so the load and unload of your goods can take part in front of your house. Permission might take some days.	



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Facility manager and caretaker Ask your facility manager for permission to use the lift for your moving If you ordered an inclined lift, ask for permission to place it.	
Plants If you have hydroponic plants, drain off the water before moving. Your plants will survive one or two days without watering.	
Name tags Remove your name tags from your postbox and doors and remove them at your new house.	
Post Empty your postbox before leaving the old home.	
Keys tot he flat Give all keys tot he flat back tot he landlord and let him confirm	
Your neighbors Moving may bother your neighbors. Inrom your neighbors before moving.	
Furnishing your new flat A simple way and big help when moving into a new flat is a rough draft oft he new home. So the furniture and boxes can be placed into the right room. Also don't forget to install all the lights in time	
Conclude your move Together with your movers inspect everything for damages. Note down all damages and report them by no later then the next day.	