

GUIDE TO MOVING ABROAD

Three Months before Leaving

- Request information on how to obtain your visa, residency and work permits before you leave. These procedures take time, sometimes many weeks - even months. Begin as soon as possible.
- Speak to Hackworthy and Sons about the documents required for the exportation of your goods from your country of origin and for their importation into the country of destination.
- Consider renewing your passport and those of all accompanying family members. These should be valid, at least, until your next return to your country.
- Establish international driving licenses. Depending on the country of destination, you might have to obtain a local driving license by going to a local driving school and eventually passing a practical /theoretical driving test. In all cases, keep your actual driving license with you. It may be requested by the local authorities in order for you to avoid having to pass a test.
- Check the electrical supply available at your country of destination. Ask your local electrician if your electrical appliances will function with the use of adapters and/or transformers.
- Familiarize yourself with the currency in your destination country; some currency converters are available via Internet.
- Maybe you require some language tuition?

Health

- Search health information available about your country of destination. Check for hospitals and how healthcare is structured in your new country.
- Take out an international health insurance able to cover you and your family in any case (even in short term missions of several days).
- Don't forget vaccination requirements for travellers of all ages. Some vaccines must be given several weeks before leaving or in succession. Ask your GP to schedule this.
- Ask your GP and any other specialists to renew all your prescriptions so that you can continue your treatment abroad. Do not forget to ask for your medical files.

A Few Months Before Moving

- Arrange for Hackworthy and Sons to give a pre-move survey. We will be able to advise on which items can and cannot be imported into your destination country and times scales for shipment.

- Consider your pet. Are you taking it with you? If so, you are responsible for medical documents and vaccinations prior to travel.
- Make Airline or Rail reservations. Be sure to keep your tickets after arrival. These could eventually be requested at your destination for Customs Clearance purpose.
- Make a car rental reservation if necessary.
- Remember to start making the authorities aware of your change of address: tax changes, bank details etc.

One month before leaving

- Sort out your belongings and disregard those you will not be using anymore. Hackworths work with local charities and will be able to distribute good quality items on your behalf.
- Put aside important documents such as passports, driving licence, birth certificates, tickets, camera etc. If these are left out they may get packed accidentally!
- Cancel any club memberships and notify schools, colleges, doctors and dentists of your departure.
- Arrange re-direction of your mail through the Royal Re-Direction Service. Telephone 08457 740740.
- Organise the transfer or closure of any bank accounts and look at the tax implications relative to your new destination (your local Inland Revenue Office should be able to help).
- Pay off any local outstanding bills.
- Contact your local council for any rebate due on Council Tax.
- If you are taking your car, check that the insurance will still be valid. You will need to arrange an Export Licence; this can be arranged through the DVLA in Swansea.
- Sort out lofts, attics, sheds and garages and speak to one of our consultants if you want to store anything in the United Kingdom.
- To continue your right to vote, contact your electoral office and ask for the relevant forms. Alternatively the British Embassy in the country you move to.

Two Weeks before Moving

- Put safety first. If you are shipping your kitchen appliances, arrange for professional disconnection.
- Organise to have gas, electricity and water meters read on the morning of your move and to have the telephone disconnected and any bills forwarded to your new address.
- If you rent a television or any other appliance, arrange to have them collected on the morning of your move.

- If you are planning to pack yourself, we advise you to start now. You will need to provide an inventory of the contents of the boxes. Speak to us for advice on how to do this. Ensure you are familiar with the listed of prohibited items for your destination country so these items do not get packed.
- Make sure that Hackworthy and Sons has both your addresses; at origin and destination. Any intermediate contact numbers would also be useful such as hotels, relatives.

One week before Moving

- Clean your bicycles, garden tools and furniture and empty the tanks of all combustible items.
- Give all your new contact details to friends and family.
- Arrange to have your children looked after during the wrapping and loading operations.
- Add adapters and/or transformers to your shipment. These are necessary for the operation of your electrical appliances at your destination.

A few days before Moving

- Prepare your personal luggage: consider season and likely weather conditions in the destination country on your arrival.
- Clean and let dry all kitchen appliances to avoid the appearance of mildew during shipping. Disconnect all electrical and cover naked wires where necessary.
- If at all possible, reserve a parking spot for the shipping container or removal lorry as close as possible to your house. Loading operations will become much easier.
- Keep the kettle to one side. We're going to need it!

MOVING DAY!

- Put away all important documents and articles of value (passports, airline tickets, cash, travel addresses, destination country contact details, portable computers, phones, keys etc.) that you wish to carry personally. This will avoid having them packed accidentally.
- Upon the arrival of the packing crew, you should go round your home with the crew foreman.
- Before the lorry leaves make sure that every room is cleared of the belongings that should be on it.
- If no-one is moving into your old property immediately, remember to turn off the power at the mains and drain or turn off the water supply. Make sure the house secure, and then hand the keys over to the agent.