



Checklist for your move

3

months before
the move

If you're renting

Terminate your rental agreement and make the necessary repairs (or get someone to do them) to your rented home to avoid any problems with the schedule of condition.

Holiday

Inform your employer of your planned move and schedule your days of leave.

School

Notify your children's current school and register your children with the new school.

Floor plan

Note the measurements of your new home and draw up a floor plan. You can also use it on the day of your move to put your furniture in the right rooms. Useful!

Helping hand

[Search for a removal company or removal truck](#). Also inform your family and friends: maybe they will give you a helping hand?

Interior design

Now you still have time to come up with ideas, in shops, on websites and via special apps. Have you found an interior design you like? When placing your order, ask how long the lead time is.

1

month before
the move



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[Notify us of your move and we'll do the rest!](#)



Proximus

It's now perfectly feasible to request your subscriptions

- Are you already a customer? [Supplement your Pack with new products](#).
- Not a customer yet?
 - [Choose your Pack](#)
 - [Terminate your current subscriptions on time](#)

Authorities you can notify now already

- Your employer or, if you are a job seeker, the VDAB, Actiris or Forem.
- Your water, electricity and gas suppliers
- The bank(s), broker(s) and insurance companies where you are a client
- Your family doctor, dentist, etc.
- The newspapers and magazines you subscribe to
- If placing an order, it's best you already bear in mind the date of your move

Materials

Make sure you have removal boxes and labels, as you're going to need them! Keep old boxes and newspapers. You'll find a large range of boxes of all sorts online.

For example: www.kodibox.be / www.2ememain.be / www.kapaza.be

At your new address

Go off and explore your new surroundings already



Pack boxes and sort your possessions

Start packing your boxes already (first pack the items you don't use very often) and, while you're at it, decide what you want to keep and what you can get rid of (sell in a jumble sale, take to a recycling shop, etc.).

Do a few quick checks

Make sure the bank(s), broker(s) and insurance companies have changed your details for standing orders (rent, savings) and direct debit payments.

Redirect your post

Contact your [local post office](#) and your post will be automatically redirected to your new address. A useful service!

Reserve a parking space

For the removal truck. This seems obvious, but it must definitely be put on your to-do list!



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A technician will come by on the agreed date to install everything.

Keys

Have extra keys made, if necessary. Make an appointment for handing over and collecting the keys, for your old home and your new home respectively.

Move boxes

Pack things you don't need very often and take them to your new home already.

Fridge and freezer

They must be defrosted a couple of days beforehand.

Children and pets

Arrange for them to be looked after and house your pets temporarily with family or friends: it will be one thing less to worry about on the day.

Safety deposit box

You can temporarily store precious possessions such as money and jewelry in a safety deposit box in the bank. This will make you feel a lot safer.

Interior decorating

Take out your painting tools and start redecorating your new home, putting furniture in place, etc.

Cleaning

You must of course also do some cleaning, both in your old and your new home. This way you'll leave your old home nice and tidy while getting your new home in good shape as well.



Put together a survival kit

- It will certainly prove its worth!
 - first-aid kit
 - coffee machine and electric kettle
 - coffee and filters, tea, sugar, milk and soft drinkss
 - cups, spoons and knives
 - toilet paper, soap and cleaning and polishing products
 - towel and tea towel
 - scissors, rope and adhesive tape
 - pen and paper

Get off to a good start

Inform your removal firm of the layout of your new home (e.g. with a floor plan), so your furniture will be placed in the right room straight away.

Has everything been moved?

Do a final check anyway, as it's your responsibility to ensure nothing is left behind.

Enjoy

Your first evening in your new home and savor Proximus TV, Internet, etc.



Just after
the move

Damage

Note any damage caused during the move.

Meter readings

[Make a note](#) of the electricity, gas and water meter readings

Are you renting?

In that case, a [schedule of condition](#) is recommended.

[A checklist](#) is available for this

Maintenance

Check whether there is any equipment that needs servicing, such as the boiler.

Go to the municipality

Now you must change your place of residence officially at the Population Register department of your new municipality.

Authorities that are notified automatically

- Once your change of address is official, a number of authorities will be notified automatically.
 - your mutual health insurance fund
 - the National Institute for Health and Invalidity Insurance (INAM/RIZIV)
 - the tax authority
 - your child allowance fund
 - your unemployment benefit fund
 - the Public Center for Social Welfare (CPAS/OCMW)

Your car

Ensure the address on the vehicle registration form is changed within 2 weeks of your move.

Party time!

Invite friends and family to a housewarming party ;-)