

# **Advise & Guide Lines**

This is a 9 steps check list for you to print off and tick items of relevance to give you (piece of mind)

## **Step 1**

***Once you have found the home that suits you and you are happy, it's wise to get a surveyor to check to see if there are any unforeseen issues that may affect your budget.***

***Good questions to ask the estate agent, remember it's their job to advise you anything relating to your new home they will usually communicate with the person selling the home and gather any relevant information you need.***

- Consider if you have young children is the home in the catchment area of the school / church of your choice.
- Do you have good mobile phone signal?
- Can you get fibre optic broadband internet if applicable?
- When was the place re-wired? Is there a certificate for this?
- What type of boiler is fitted? Combination or other? When was the boiler fitted? Has the boiler had a regular service? Very important- How does the boiler work?
- Has there been any repairs i.e. roof any current or past leaks? If there has been a repair to the roof is there any certificate/ receipt to back this up?
- Any subsidence / rising damp / rot or damp / woodworm?

- Any extension to the home if so is there a certificate of planning consent and builders guarantee if ever given?
- If the home has a gas cooker it's wise to check the pipe work is safe? if it's an electric cooker ask if the correct electric wiring and switch is in place?
- Check where your mains water stop cock is? Where is the electric meter?
- What's the condition of the windows depending on age have the seals blown or have they been repaired?
- Many important items on the check list should be covered with your surveyor / concerning conveyancing the solicitors would do this.

## **Step 2**

### ***Reason for the Quote/estimate.***

From the time you make the first enquiry by email or by phone we will advise you the most cost-effective and productive way in order that you have the knowledge of how we carry out your move.

### ***Local or distance.***

At Enfield Removal services we serve /London / Hertfordshire /Essex for site visits and quotations / we also give estimates to

anywhere in the UK We move our customers from England to Scotland/ Ireland / Cornwall or simply moving local.

Our job is to work out the amount of space needed and time so we can put the right size lorry and the right amount of people on the job, to carry out your removal. There are 3 ways we can Quote/estimate.

1) The most accurate is by making an appointment to view the items to be moved in person at the given address it is advised to do so for 3/4 bedroom houses the quote usually takes on average 45 / 60mins.

2) For 1/2-bedroom flats /offices: it's not always necessary to go to the premises in person as some clear photos of the items to be moved would be good enough to give a good idea of the removal cost.

3) This can be done by Youtube / Facebook messenger / Skype/ Viber sending a u tube video of the items to be moved this is one of the latest ideas to get a good idea this video can be sent to my email address as follows [bpcollisers@gmail.com](mailto:bpcollisers@gmail.com).

### **Step 3**

***Removal preparation awaiting date as follows.***

It's wise to give as much time as possible at least 2/3 months before your move date to start on the organizing of your move, we would advise to print out the pages on my web site and staple it together alongside A4 note pad to write any

additional information for your reference. It's a good time to have a sort through and see what you want to bring to your new home, in our experience it's good to start with 2 boxes one for charity and one for disposal then expand on this.

A good place to start where applicable is the loft /garage/shed/any storage that you may have. For your local recycle waste please check with your local council address and open times? Charity shops you can find on the internet ask them what items they would accept.

### ***Parking space for the lorry***

If there are any restrictions from where you're moving from and where you're moving to. Its wise to check with the relevant local council under parking enforcement. Generally they will ask you for your location then the vehicle registration vehicle make and colour where applicable you can get a dispensation / suspended bay we try our best to advise the different ways to reserve your parking space for the removal lorry, its best to have 2 cars parked as near as possible or to ask your neighbours to help park their car/cars or to put wheelie bins out. Please check if there is any overhanging trees where you may reserve the space cause of the height of our lorry, this would be very helpful. If in doubt, please check with us and we will advise.

## **Step 4**

### ***Disconnection /Reconnection – Disassemble/Reassemble Service***

It's a good time to measure the rooms at the new address to see what will fit, also that there is enough space for the furniture to pass through a door way for example.

Settees / Wall units / sideboards / beds / wardrobes /piano / American fridge freezer usually we take these doors off  
Important for disconnection of Washing machines/ gas cookers /electric cookers it's wise to use a qualified person to carry out these jobs. Even although we can do these jobs ourselves we would have to ask you to sign a disclaimer if we undertook these jobs. Some (settees) can be disassembled the settee arms may unbolt / cushions may unzip / feet usually can be unscrewed as standard or unbolted Wardrobes / may need to be disassembled this is common. Bed frames as a rule nearly every bed frame that we have moved needs to be disassembled  
Essential tools we need to make the job time efficient /  
Cordless drill/Socket set /multi head Set/ ratchet screwdrivers/  
Pliers / Ratchet Spanners/ mole grips/ Allen keys Mallet/ Bags for screws/ It is important on the cordless drill to use a low torque setting so the head on any screw is not damaged, just encase you ever need to move the item again.

## **Step 5**

### ***Removal Date***

***Important booking information Please make sure the removal company of your choice has availability for your removal date before you sign anything with the solicitors etc.***

## **Step 6**

***Deposit for removal is not always necessary, but we do require full payment for packing materials if you wish to do your own packing, we will refund you for any packing materials not used on the day of your removal.***

## **Step 7**

***In some cases, you may have to wait for a phone call from the solicitors, to collect keys from the estate agents. Could you please inform the removal company as sometimes there can be a delay.***

## **Step 8**

***New Property parking space for a removal lorry, ask us for size of lorry as it does vary. If it's possible to ask the people moving out to put wheelie bins out to save the space when their removal lorry leaves this will be very helpful.***

## **Step 9**

***Important if you have any of the following, you must notify your change of address:***

- Notify GP/ Passport / Internet provider
- Home insurance / Dvla driving licence / Car insurance / Re direct Telephone if possible.
- Pension / Banks / Gas / Electric /water Re- direct post / Friends and family.
- On the day of your move before you leave your home read the electric / gas meter if applicable.