

As expats, moving day is always getting closer! As we prepare to leave, there are so many things to be taken care of. You're worried about forgetting something? Well, don't worry! For your serenity and peace of mind, using the internet we have put together a detailed checklist. We hope this checklist will help you plan everything you need to take care of whilst preparing your departure. To allow you to plan we have detailed actions against a calendar plan or otherwise known as a chuff chart or days to do chart!

Moving day-90 days

Begin consular procedures. Request the appropriate information for obtaining your visa, residency and work permits, if these are not being arranged by your employer. If your employer is involved start to discuss with your HR department and insist they follow the same calendar action plan, your action plan.

Check what documents are necessary for exporting your goods from your present country and importing them into the destination country. Your status may enable you to benefit from certain advantages, such as the obtaining of an exemption. This will avoid you having to pay duties and taxes upon importing your used personal effects.

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 licences. Depending on the country of destination, you might have to obtain a local driving licence by going to a local driving school and eventually passing a practical/theoretical driving test. In all cases, keep your actual driving licence with you. It may be requested by the local authorities for you to avoid having to take the test. Start informing yourself about your country of destination. Get hold of books, CD-ROMs, videos etc. Even if this is your original country of domicile laws change speed limits change and taxes oh..... Check the electrical supply at your destination. Ask your local electrician if your electrical appliances will function with the use of adapters and/or transformers. If necessary, prepare a list of all electrical articles that you are unable to use abroad. You could sell them.

Add all items of furniture, plants and pet animals that you are unable to take with you, and consider how to dispose of them or where to re-home them in the case of pets.

Select the appropriate mode of transportation (sea, air, road) and consider the storage solution.

You can obtain from your family doctor a "World Map of Endemic Zones". This will tell you what vaccines and treatments are necessary for your country of destination. If any are required, these should be administered several months prior to your departure.

An Expat's Relocation Checklist or anyone else who is moving!

Moving minus 60 days

Contact at least two moving or shipping companies and arrange for an appointment for a pre-move survey. Following the surveys, choose your mover and determine the date for packing operations. Depending upon your budget and preference, it may make sense to travel light and rent furnished accommodation at the destination. In this case, persuade family to take your most precious possessions into their care until your return.

Make airline or rail reservations. Be sure to keep your tickets after arrival. These could eventually be requested at your destination for Customs clearance purposes.

Make eventual plans for temporary accommodation for the post-packing period. The same should be done at destination, whilst you are waiting for the final delivery of your goods. Often containers are held up by civil unrest or labour disputes.

Enquire at your moving company about the possibility of reclaiming VAT on the new goods shipped. This will depend on your country of origin and destination. In most cases, you will need to have invoices established for all newly purchased goods being shipped abroad.

Inform the various organisations of your forthcoming change of address, and if necessary new ISP email address. Transfer your magazine subscriptions or cancel your club memberships.



An English wildlife trust is appealing for donations of tea chests to house barn owls after its efforts to get them from packaging firms failed. Gloucestershire Wildlife Trust was told the chests were no longer made. It is now asking people to check their attics, sheds and basements for old tea chests, which can be turned into breeding boxes.

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