

## AGS Worldwide Movers - Moving Checklist

An international move always comes with a myriad of administrative procedures. Meticulous preparation is therefore vital to help you overcome last-minute problems. AGS has designed this moving checklist to remind you of essential steps to be followed to ensure a stress-free move.



### Three months before your move

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- Select a professional international moving company.
- Make appointment for a pre-move survey (where the volume will be estimated) at your home.
- Book your moving dates with AGS.
- Arrange to obtain: passport, visa, work permit, international driving license.
- Inform your children's school of the move and request necessary documents for inscription in their new school.
- Ask your bank if it is preferable to transfer your accounts or to arrange transfers to your new country of residence.
- Consult your doctor to check that your vaccines are up to date, and ask to renew any prescriptions if you are on medication.
- Consult a veterinary to carry out any compulsory vaccinations and to ask for documents necessary for the transport of your pets.
- Refer to AGS for advice on transporting your pets wherever necessary.
- Think of cancelling subscriptions requiring three months' notice.

### Two months before your move

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- Sell or dispose of any items you don't want to take with you.
- Ask AGS for information regarding export customs clearance as some countries allow VAT reimbursement on goods bought within six months of export.
- Ask AGS to provide you with a list of forbidden items or items with exportation restrictions (e.g. alcohol, wines, books, video tapes, animals, medicine, ivory etc.)
- Keep your transport receipts in a safe place as they could be required by customs at destination.
- Consider temporary accommodation at your destination for the period before delivery of your consignment.
- Give AGS your new address if you leave your home before the move.

For the following subscriptions or facilities, either arrange to have your mail forwarded, or cancel:

- water
- gas
- electricity
- mail
- phone, cell phone, internet
- bank
- insurance
- medical aid
- schools
- revenue service
- TV/Cable
- associates / sports clubs
- lease

Take the time to collect information on your country of destination (books, guides, CD Rom and video tapes).

### **One month before your move**

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- With the help of the AGS form, make a detailed inventory with replacement value of all goods to be moved.
- Drain fuel from all petrol devices.
- Arrange to have your children and pets looked after on the moving day.
- Clean and dry all kitchen appliances to avoid apparition of mildew during transport.
- Clean and dry your garden tools and furniture.

### **Moving Day**

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Keep aside passports, documents, travel tickets, personal effects and clothing that you don't wish to send with the move.