

Relocation checklist

There are many things to consider when relocating from one country to another. This checklist highlights things to think about regarding your relocation and moving process.

Visit the consulate of your new country of residence and enquire about:

- Availability of medicines.
- Baby foods availability.
- Contraband list.
- Customs duties.
- Educational institutions.
- Housing availability.
- Other necessary documents.
- Pet requirements.
- Publications to assist new residents.
- Registration formalities.
- Suitable clothing (respect culture).
- Taxes.
- Vaccination requirements.
- Visa requirements.

[Work permit requirements](#)

Separate the items that you want to keep with you while travelling:

- Adoption papers and photocopies.
- Bank records.
- Birth certificates and photocopies.
- Cash and/or traveller's cheques.
- Copies of credit cards or list of credit card numbers and contact phone numbers in case they are lost or stolen.
- Driving licences.
- Identity card(s).
- Insurance records.
- Keys.
- Marriage certificate and photocopies.
- Medical and dental records.
- Medication.
- Passport, photocopies and extra passport photos.
- School records.
- Travel tickets.
- Valuables and jewellery.

Visit the following people/places:

- Your attorney to obtain records.
- Your banker to alter accounts.
- Your physician to obtain medical records.
- Your religious leaders to obtain a letter of introduction.
- Your vet to obtain necessary health certificates for pets
- Schools to obtain school records.

Forward change of address notices:

- Creditors (charge accounts and national credit cards).
- Insurance.
- Magazines.
- Post office.
- Tax office.

Discontinue the following services:

- Car tax.
- Electricity.
- Gas.
- Internet.
- Laundry pick-up.
- Mobile phone.
- Newspaper.
- Other utilities.
- Telephone.
- TV subscriptions.
- Water.

Data:

- Make sure you backup all of your data e.g. Cloud backup.

Restrictions on the following items may apply:

- Alcohol/Drinks/Liquids/Perfumes
- Cleaning products
- Drugs
- Firearms/weapons
- Food
- Hazardous/flammable items
- Live animals
- Live plants
- Medicine
- Products made from protected species.
- [View CITES checklist](#)
- Tobacco.

Regulated items

You can either make arrangements to leave these items behind or contact your Move Specialist to find out how to apply for special permission.

Let us know if you plan to:

- Be absent at time of packing or delivery.
- Heavy items that need hoisting e.g. Grand Piano.
- Include dutiable items.
- Pack some items yourself.
- Require storage at destination.
- Update your mailing address online:
- Airline and hotel rewards programmes.
- Banking and financial websites.
- Online subscriptions.
- Other websites.
- Rental car companies.

Prior to packing make sure you:

- Empty, clean and drain appliances, e.g. refrigerators and washing machines, at least two days prior to packing.
- Inform your building's management office about your moving date (where relevant).
- Place labels on all appropriate items (air, sea, storage, do not move, etc.).
- Remove soil from garden furniture, flower pots, bikes, sports equipment, etc.
- Turn on dehumidifiers and air conditioners at least three weeks prior to packing if you live in a humid climate.
- Vacuum all carpets/rugs which are to be moved prior to packing.

After packing:

- Check the mailbox for any mail.
- Close and lock all doors and windows.
- Double-check every room to ensure that nothing has been left behind.
- Leave the keys with the new tenant, landlord, owner or property agent.
- Read utility meters.
- Turn off appropriate lights and remaining electrical appliances.

Santa Fe Relocation, we make moving home easy for you.

Whether you're moving locally, to a new city or a new country, trust us to take care of your entire moving journey. Enjoy an exceptional moving experience with unrivalled quality, from home to new home and beyond.

We make it easy