

The elevon moving checklist

Simply check off what you have completed or what is not relevant to you. We wish you a smooth move into the elevon apartment and look forward to having you with us!

3 months before moving in

- Sign the lease agreement with elevon
- Terminate current lease agreement
- Plan the timing of your move
- Request time off from work
- Coordinate the handover with your current rental
- Search for a new tenant
- Discuss repairs and touch-ups
- Search/hire craftsmen or contractors
- Cancel internet, landline, electricity, gas, water
- Terminate contracts with gym, clubs, etc.
- Organize storage or sale of your furniture, etc.

1 month before moving in

- Set the moving date
- Arrange handover date for your old apartment
- Complete repairs or touch-ups
- Coordinate security deposit with new tenant
- Remove furniture, belongings
- Declutter storage spaces
- Inspect keys, get new ones if needed
- Organize transportation for your belongings
- Arrange for a no-parking zone
- Find helpers
- Review liability and household insurance
- Submit a mail forwarding request
- Set up automatic payment for rent

1 week before moving in

- Purchase, pack, label moving boxes
- Remind helpers about moving date
- Terminate old automatic payments
- Conduct apartment handover
- Address final questions about moving into your new apartment

Right Before the Move

- Pack important paperwork, etc.
- Seal and prepare moving boxes
- Pack suitcases for the next few days
- Prepare a bag with keys, IDs, etc.
- Reserve parking space for the moving vehicle
- Check stairwell for any damages
- Inform neighbors about the move

Today is the big day!

- Park and load the moving vehicle
- Dismantle lamps
- Remove name tags
- Clean the apartment, dispose of trash
- Turn off water, electricity, and gas
- Record/photograph meter readings
- Inspect apartment, stairwell, basement, etc.
- Photograph any potential damages
- Lock up and goodbye!
- Unload everything in your elevon apartment
- Inspect the moving vehicle
- Check the moving expenses invoice
- Keep invoices for tax purposes

After the move

- Receive security deposit from new tenants
- Conduct key handover with the rental agency
- Update address with friends and family
- Register your new address within 14 days
- Notify tax office, student loan office, vehicle registration, etc.
- Inform your bank, insurance, health insurance, etc.
- Notify university or employer
- Welcome your new neighbors at elevon
- Congratulations! You did it!