

# Moving Out?



**Student**  
Community Partnership



MOVING OUT?  
LEAVE **GREEN!**

[www.townandgown.org.uk](http://www.townandgown.org.uk)

@townandgownbath

Follow this helpful checklist to make moving out as simple as possible.

Checks	Done
<p><b>Rent</b></p> <p>Have you paid all your rent? Check with your landlord or letting agent if you are unsure.</p>	
<p><b>Bond/Deposit</b></p> <p>Do you know your deposit ID and details of where the bond is protected. If unsure ask your landlord or letting agent.</p>	
<p><b>Inventory</b></p> <p>Have you checked the inventory list you filled in when you moved in? Check for any damages that were not there when you moved in. You need to leave your house in the same condition it was in when you moved in. Check photos you took when you moved in, and take more before you leave. They can be used as evidence in case of any disputes. Arrange an inspection date, and contact your Tenancy Deposit Protection Service if any disagreements arise with regards to the deposit/bond.</p>	
<p><b>Cleaning</b></p> <p>Cleaning always takes longer than you expect, but it is important to do a good job. Check on your inventory what needs to be done, and share the workload between your housemates. Clean all areas thoroughly to ensure you get your deposit back.</p>	
<p><b>Gas, Electricity and Water</b></p> <p>Take meter readings and notify the utility companies of your moving out date. Ensure you have paid any outstanding bills. Get the details of all the tenants to make it easier to settle any outstanding bills.</p>	
<p><b>TV License</b></p> <p>Have you told them that you are moving out? You could be eligible for a partial refund. Don't forget to get a new license for your new property when you move in. <a href="http://www.tvlicensing.co.uk">www.tvlicensing.co.uk</a></p>	
<p><b>Rubbish and Recycling</b></p> <p>Check your rubbish and recycling collection days. Have you left both your front and back garden free from rubbish? Your landlord could charge you if they need to remove rubbish left in the property. It is your responsibility to remove all rubbish from the property, and you should not leave anything on the pavement except for official waste collections. You could ask one of your neighbours if they would mind putting your rubbish out for you if you are leaving before your collection day.</p>	
<p><b>Recycling Centre</b></p> <p>You can take excess rubbish to the Recycling Centre on Midland Road BA1 3AT. If you are a student in Bath you don't need a permit but please remember to take your student ID card with you.</p>	
<p><b>Moving Out? Leave Green!</b></p> <p>Have you donated any unwanted items to charity? Visit <a href="http://www.townandgown.org.uk/moving-out-information">http://www.townandgown.org.uk/moving-out-information</a> for more information.</p>	
<p><b>Security</b></p> <p>Have you returned all keys to your landlord/letting agent? If you don't you may be charged for a new lock and keys.</p>	
<p><b>Mail</b></p> <p>Don't forget to inform your Doctors, bank, mobile phone company, employer, University and any other establishment that sends you post of your new address. You can arrange for mail redirection at your local post office.</p>	