

MOVING OUT CHECKLIST

PRINT ME OUT AND TICK ME OFF AS YOU GO.



BEFORE YOU TOUCH ANY BOXES

- Write down your move out date and time
- Change your postal address and redirect any mail (it will be returned to sender if not)
- Check reception and Amazon lockers for any deliveries

GET RID OF THE THINGS YOU DON'T NEED

- Donate items to your designated BHF bin
- Separate recyclable waste into correct bins
- Carefully dispose of glass items by wrapping in cardboard

CLEAN UP & SWITCH OFF

- Empty and clean kitchen areas, ensuites and your bedroom
- Check all taps are turned off
- Check all electrical appliances and lights are turned off
- Close all windows and lock all doors

ALMOST TIME TO LEAVE

- Remove your bike from bike shelter
- Return your keys/swipe card, labelled with your UID.

Please note, any items left in halls will be deemed unwanted and disposed of.