

# Your Checklist for Moving In

Welcome to your new home. In the process of moving, it is quite easy for you to overlook to make the following arrangements, so to help you we have drawn up the list below as a guideline.

## CONTACT THE ELECTRICITY SUPPLIER

There are now many companies who supply electricity. We suggest you get several quotes before deciding on a supplier. It is important that as soon as you move in you do a meter reading. To find out who the previous supplier was, **telephone 0845 070 9101**



## CONTACT THE GAS SUPPLIER

Again there are many suppliers of gas. Again we suggest you get several quotes before you decide which supplier to use. Please give them the meter reading and the date you moved in. To find out who the previous supplier was, **telephone 0845 2709101**



## CONTACT THE WATER SUPPLIER (UNITED UTILITIES)

You can ring them to register for your supply. If you have a water meter ring **0845 746 2222** and give them a meter reading and the date you moved in. If you do not have a meter ring **0845 746 111**



## CONTACT THE RELEVANT BENEFITS AGENCY

If you are in receipt of any state benefits you need to contact the relevant agency to inform them of your change of address. You will then need to follow the instructions of the agency to ensure that benefit continues to be paid eg. if you move area which office you will need to sign on at. You will find the contact telephone numbers at the top of your benefit award letters. If you are unsure who to ring please contact your landlord.



Department  
for Work &  
Pensions

If you are claiming Universal Credit you will need to report a change in your address in your Universal Credit monthly assessment period that the change took place eg. if your assessment period runs from 1st to 31st of each month and you move on the 30th you will need to report the change before your assessment period ends.



## CONTACT HOUSING BENEFITS AND COUNCIL TAX

If you are already claiming Housing Benefit and Council Tax Support at your current address you need to complete a new application form. We have forms in our office or you can get one from Revenues and Benefits Service. The Contact Centre, Horsemarket Street, Warrington or **telephone 01925 443210**. Please note you need to return the form within **ONE WEEK** of your tenancy commencement date.



If you are making a new claim for Housing and Council Tax Benefit and are under 65 years old you need to contact **the One Section at the Job Centre, Nolan House, 10 Mersey Street, Warrington, WA1 2BL – telephone 01925 785540**



## CONTACT YOUR INSURANCE COMPANY

WHA only insures the structure of the property and it is your responsibility to insure your contents against theft, flood, fire etc. WHA does have a tenant's contents insurance scheme with Norwich Union, whereby you can pay your premium within your weekly rent. For more information and an information pack please contact us:



## CONTACT YOUR TELEPHONE AND INTERNET PROVIDER

This may be BT, Virgin Media, Vodafone, Sky or Talk Talk



## OTHER AGENCIES

Do remember to contact DVLA if you drive and the tax office if you are working and TV Licensing. Also do not forget to inform your employers, bank, register to vote (gov.uk), GP and dentist of your new address.

Finally, we hope your move goes smoothly and hope you are happy in your new home.

## Produced by

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