Your checklist for all steps of your move

A move is a big step into a new life and usually involves a lot of work, a lot of energy, many considerations and many questions. In order to take away at least a small part of the effort, you will find here our checklist, which should offer you support on

Before the definitive decision to move abroad

- ☐ Plan an orientation visit (visit possible neighborhoods, choose the right city, make your first visits to apartments / houses to see what you can get)
- ☐ Gather informations about the country (contact f.i. tourism offices etc.)
- ☐ Plan your budget. What will you have to spend (Rent, salary, child care, daily expenses etc.)
- ☐ Schooling options for the kids
- ☐ Job opportunities for your partner
- ☐ Language check (which languages are spoken, how can you get around if you don't speak the language, what language schools are offering classes)

Notes
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐

Before leaving your country

- ☐ Cancel your lease (check the notice period)
- ☐ Other contracts to cancel (Insurances, internet, electricity, memberships etc.)
- ☐ Translate and certify your documents (important for your registration in the new country)
- ☐ Coordinate and schedule apartment / house check-out
- ☐ Organize billing / refund of your deposit
- ☐ De-register your cars or initiate steps to transfer them to Switzerland
- ☐ Closing bank account or check options for maintaining it
- ☐ Inform authorities, offices and institutions about the planned departure
- ☐ Organizing of mail forwarding
- ☐ Starting homesearch in Switzerland
- ☐ Clarify import regulations for goods
- ☐ Apply for an entry / exit visa (also for relatives)
- ☐ Check import regulations for pets

Notes

- ☐

- ☐
- ☐
- ☐
- ☐
- ☐

Temporary

- ☐ Book a temporary accommodation in Switzerland (get check-in information in time)
- ☐ Organize baby sitter
- ☐ Check opening hours of shops and authorities
- ☐ Clarify possibilities in case of sudden illness
- ☐ Clarify which medications can be purchased locally

Your notes

- ☐
- ☐
- ☐
- ☐
- ☐
- ☐

Registration and administration procedures

- ☐ Registration at the city hall
- ☐ Apply for a work permit
- ☐ Open a bank account
- ☐ Change of drivers licence (within one year
- ☐ Check regulations to important the car
- ☐ Register the car at the authorities
- ☐ Buying a car
- ☐ Register your pets
- ☐ Getting informations of the public transportation (getting a monthly/yearly pass)
- ☐ Compare providers for your mobile phone
- ☐ Check internet providers

Your notes

☐
☐
☐
☐
☐
☐

Homesearch

☐ Gather informations about homesearch in Switzerland and planing an orientation tour
☐ Set up the criterias you want your home to have (size, areas where it should be etc.)
☐ Visit potential areas and homes to get an idea of what you can expect
☐ Choose possible houses to see
☐ Arrange viewing appointments
☐ Have the lease agreements leagely checked
☐ Rent of garage/parking spaces
☐ Transfer of the deposit (mostly 3 months the rent in Switzerland)
☐ Arrange the check-in including the check-in report
☐ Planning of renovation work
☐ Suscribe for electrictiy (mostly done by the agency), mobile phone, TV, Internet, Serafe (radio and tv fee)
☐ Organize the move (check for special transporation, customs requirements)

Your notes
☐
☐
☐
☐
☐
☐

Insurances

☐ Suscribe for basic health insurance (needed within 3 months upon your arrival)
☐ Check for additonal health insurance
☐ Suscribe for liability insurance (requested by most landlords)
☐ Suscribe for car insurance
☐ Suscribe for household insurance
☐ Suscribe for legal protection insurance

Your notes

- ☐
- ☐
- ☐
- ☐
- ☐
- ☐

Children

- ☐ Choose Kindergarden and school (maybe bilingual or international)
- ☐ Set up a visit with the schools
- ☐ Check for suscription steps
- ☐ Check on options of childcare (Babysitter, Lunch table, , creche, Nanny etc.)
- ☐ Gather informations about leisure opportunities
- ☐ Suscribe for child benefit amount
- ☐ Look for a pediatrician (check if the choosen one is still taking new patients)

Your notes
- ☐
- ☐
- ☐
- ☐
- ☐

Miscellaneous

- ☐ Gather informations about doctors (almost all languages are possible)
- ☐ Note down emergency numbers of Switzerland
- ☐ Check if your medecine is available in Switzerland

Your notes
- ☐
- ☐
- ☐
- ☐
- ☐

- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐
- ☐

Important notes:

_____

_____

_____

_____

_____

_____