

Expat checklist

Still have some time left? Prepare 3 to 6 months before your departure



Administration

- ☐ Ensure you have a valid passport that is valid for at least 6 months, or apply for a new passport
 - ☐ Apply for a work visa or residence permit
 - ☐ Gather important documents (certificates, marriage certificate, medical records)
 - ☐ Have documents translated/certified
 - ☐ Find out about taxes
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Accommodation

- ☐ Find temporary or permanent accommodation
 - ☐ Terminate your lease or sell your property
 - ☐ Gather information about utilities in your new country
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Work and contract

- ☐ Sign your employment contract
- ☐ Find out about social security and pensions
- ☐ Apply for a certificate

It's almost time, 1 to 3 months before your departure



Moving

- ☐ Organise your move with an international removal company
 - ☐ Take out removal insurance
 - ☐ Sort your belongings and only take what you really need
 - ☐ Organise storage space if necessary
 - ☐ Plan the transport of your pets
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Finances

- ☐ Open a bank account in your new country
 - ☐ Check exchange rates and international transfer options
 - ☐ Inform your current bank about your move
 - ☐ Set up or cancel automatic payments
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Health

- ☐ Have a check-up with your doctor
- ☐ Take out international health insurance
- ☐ Request your medical records
- ☐ Organise your vaccinations

The countdown is on: the final weeks before your departure



Communication

- ☐ Cancel your subscriptions (internet, mobile phone, magazines)
 - ☐ Inform your telecommunications provider
 - ☐ Set up a local mobile phone subscription or eSIM
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Change of address

- ☐ Notify your local council, bank, insurance companies, employer, family and friends of your change of address
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Children

- ☐ Deregister your children from their current school
- ☐ Find a new school for your children and enrol them
- ☐ Request school reports and letters of recommendation

In your new country



First administrative steps

- ☐ Register with the local authorities
 - ☐ Apply for a local identity card
 - ☐ Open a bank account
 - ☐ Take out local insurance policies
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Settle in

- ☐ Furnish your flat
- ☐ Explore your neighbourhood
- ☐ Find the addresses of local service providers (GP, pharmacy, supermarket)

