

ToR1 Preparation Checklist

Get everything ready before you open the HMRC Transfer of Residence application.

1. Do you qualify?

- ☐ I have lived outside the UK for at least 12 consecutive months before moving
 - ☐ I am moving my normal home to the UK (not a second or holiday home)
 - ☐ I have had the goods for at least 6 months before the date I move to the UK
 - ☐ I will not sell, lend, hire out or give away the goods for 12 months after I move
 - ☐ The goods will arrive within 12 months of me starting to live in the UK
- HMRC may waive these conditions for circumstances beyond your control - include evidence. Students and wedding goods do not use ToR1.

2. Documents (scan to PDF or JPEG)

- ☐ Item list - grouped with quantities (values, costs and brands are not needed)
- ☐ Passport photo page
Armed forces without a passport: NATO orders or moving orders.
- ☐ Proof of UK address dated within the last 3 months
Bank statement, utility bill, mortgage or rental agreement. No address yet: host's statement + their proof, or a hotel booking.
- ☐ Proof of overseas address dated within the last 6 months
Bank statement, utility bill, mortgage or rental agreement for your usual home abroad.
- ☐ Animal health certificate or pet passport - one per animal (if bringing pets)
- ☐ Vehicle details (if bringing a vehicle) - complete section 4
- ☐ Letter of authority signed by you (only if an agent applies for you)

3. Key dates

Date I start living in the UK

Date application submitted

URN received from HMRC

URN sent to shipper / customs agent

Goods due to ship

Import deadline (12 months after move)

HMRC do not publish a processing time. Apply as soon as your move is firm and before your goods ship.

4. Vehicle details (one per vehicle)

Make and model

Year of manufacture

VIN / chassis number

Registration number

Registration issue date and country

Purchase date

You will also need a Notification of Vehicle Arrival (NOVA) before the DVLA will register the vehicle.

ToR1 Item List Template

List by room. Group similar items and give quantities. Values, original costs and brands are not needed.

Living room

Item	Quantity
<i>e.g. Sofa</i>	<i>1</i>

Kitchen and dining

Item	Quantity
<i>e.g. Dining chairs</i>	<i>6</i>

Bedroom 1

Item	Quantity
<i>e.g. Clothing</i>	<i>30 items</i>

Bedroom 2

Item	Quantity

Bedroom 3

Item	Quantity

Bathroom

Item	Quantity

Office / study

Item	Quantity

Garden, garage and outdoor

Item	Quantity

Other

Item	Quantity