



PLAY



WORK



LIVE

 MYOE

MY OVERSEAS CHECKLIST EXPERIENCE

Planning an overseas experience is no easy feat. There's lots to get sorted and fixed. But there's no need to reinvent the wheel. This handy checklist, produced by the **myOE** team, has been created with input and feedback from our clients, so it's straight from the horses' mouth..... as it were. It's written chronologically to help you with your overall timetable. **myOE** is happy to discuss any of the points here, many of which we can provide as a service – **just get in touch.**

All set? **Let's get started.**

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MONTHS

- What blend of work and travel you'd ideally like e.g. 6 months working, 3 months travelling or 8 months working with 10 lots of long weekends etc.
- Where you'd like to base yourself
- Identify events/experiences you'd like to see
- Research salary bands to establish potential income
- Build top level view of likely expenditure
- Establish how much you'd like to save
- Type of Visa: gather documentation for your application and prepare to apply
- Visa – this can be a frustrating process so either start early or get **myOE** to help
- Passports - Check passports are valid for at least 6 months after arrival in Europe – if not, complete new applications
- Outline the timings of your **OE** that fit your domestic plans and make the most of the European climate
- Start investigating flights – costs and timings
- Create an online folder to hold all the information you need and want to use to make the most of your **OE**

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**12**  
WEEKS

- Firm down where you'll be staying or starting your trip
- Get flights booked

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**8**  
WEEKS

### JOB

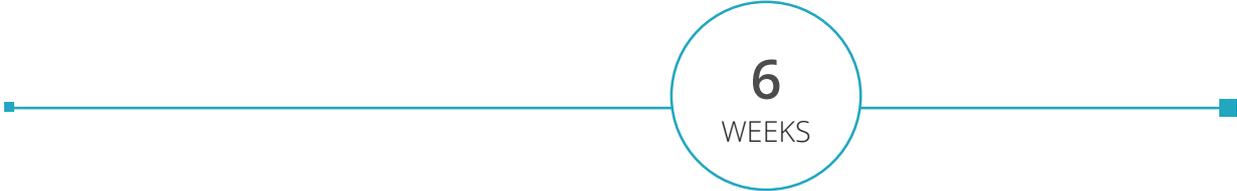
- Get your CV checked to make sure its formatted for the UK/European market
- If you're using **myOE**, your account manager should have been in touch to start the recruitment process
- Narrow down the types of jobs that match your skill set and income aspirations

### PAPERWORK

- Important documents – get copies of birth/marriage certificate, bank statements, utility bills, medical documents etc.

### BELONGINGS

- Home – sort out what you want to take to storage and what, if anything, you'd like to ship.
- High value items – for items that really matter, decide on their home. If not insured already, get some quotes.
- Clothes – you don't need to decide now what you're taking but it's a great time for a clear out...be ruthless!



**6**  
WEEKS

### ACCOMODATION

- Confirm where you'll be staying and what's expected of you, money wise, to pay rent and bills
- Confirm arrival date and minimum length of stay

### MEETUP

- Start making arrangements to meet friends and family
- Let your network know your arrangements to establish who else you may be able to see

### WORK

- Establish leave date and how you will hand in your notice
- Decide on any leaving do
- Consider how best to make the most of your last few weeks at work – how can you ensure you will be well remembered, can you use your work network to help you on your **OE** with work or travel?

### HEALTH

- Dentist – UK dentists can be pricey – fix up an appointment and any work before you leave
- Doctor – ensure you have the right jabs for your trip and stock of any medication required, especially if travelling at the beginning of your **OE** experience

## NOTIFICATIONS OF LIVING

- Work
- Landlord
- Bank
- Utility companies
- Surgeries
- Insurances
- Entertainment and memberships
- Store cards
- Post office and forwarding
- Tax office
- Local councils for tax and voting

## JOB

- Update LinkedIn network and begin seeing how your network can help with jobs
- Continue dialogue with **myOE** account manager to cement job search strategy
- Organise NI and bank account in UK – again **myOE** can help here

2/4  
WEEKS

- Sort your car – sell, lend, keep or ditch!
- Downsize – organise your apartment/house – get rid of known unwanted items
- Wardrobe – start compiling a **OE** list of items
- Final cancellations
- Sort travel insurance
- Arrange UK face to face meeting with MyOE UK Account Manager

1  
WEEK

- Pack!** Complete a trial run at least a week in advance
- Decide on money requirements for first few weeks and exchange as needed
- Fix travel arrangements to and from airport
- Share your new contact details with your network
- Arrange for any home cleaning to be done
- Buy any presents for friends and family you're seeing immediately
- Return any keys
- Decide on what you need for the long trip on the plane and in airports

**Now all that's left is to say goodbyes to your loved ones  
and begin the adventure of a lifetime!**