KIT | MOVING IN OR OUT

Utility and Meter Handover Kit

Bills start from one number: the meter reading on handover day. Record it together, photograph it, and agree whose name each account is in, and first bills stay simple for everyone. Use this kit at move-in, at move-out, and when you buy.

1. Who holds which account

Agree this before you sign, and write it into the lease or purchase contract.

Service	Account holder (landlord / me)	Provider	Customer / contract no.	How it is paid
Electricity (áram)		MVM Next		
Gas (gáz)		MVM Next		
Water (víz)		Fővárosi Vízművek, often via the building		
District heating (távfűtés)		Ask the building manager		
Common charge (közös költség)		The building (társasház)		
Internet				
Other				

Providers named as on www.hona.hu/moving-setup: MVM Next supplies household electricity and gas; Fővárosi Vízművek bills water, often settled through the building; Magyar Telekom, One and DIGI are the main internet providers. For district heating and the common charge, ask the landlord or the building manager (közös képviselő) who bills it.

2. Meter reading sheet

Write the serial number (gyári szám) as well as the reading, so there is never doubt about which meter it is.

Address _____ **Date and time** _____ **Move-in / move-out / purchase** _____

Meter	Serial no. (gyári szám)	Reading	Unit	Photo taken	Where it is
Electricity (villanyóra)			kWh		
Electricity, second register (if your meter shows two, e.g. night rate)			kWh		
Gas (gázóra)			m^3		
Water, cold (hidegvíz-óra)			m^3		
Water, hot (melegvíz-óra)			m^3		
Heat meter (hőmennyiségmérő), if any					
Radiator cost allocators (költségmegosztó), if fitted					
Other					

Landlord / seller
Name and signature

Tenant / buyer
Name and signature

3. Photo checklist

- A wide shot of each meter showing where it is (flat, stairwell cabinet, cellar).
- A close-up where the full reading and the serial number are both readable.
- Photos taken on the handover day itself, with the date and time saved (check your phone keeps them).
- The fuse box, the main water stopcock and the gas tap, so you know where they are.
- Any prepaid or card meter: the remaining balance on its display.
- All photos saved in one folder with the signed handover protocol, and shared with the other party.

4. Putting accounts in your name

If you rent: agree with your landlord whether the accounts stay in their name with you reimbursing against invoices, or move to your name. Either works well when it is written down. Ask the landlord which they prefer, and record it in the lease.

If you buy: transfer the electricity and gas contracts into your name (the **átírás**), generally within about 15 days of handover, using the readings you recorded together. Collect the seller's zero-balance certificates (**nullás igazolás**) for the utilities and the building at handover.

Each provider sets its own process. Ask the provider what it needs; it is usually some of the following:

- [ ] The handover record with the meter readings, signed by both parties.
- [ ] Your ID and address, and your Hungarian tax number if you have one.
- [ ] The lease or the purchase contract (or land registry proof of ownership).
- [ ] The previous account holder's details or customer number (ask for it at handover).
- [ ] Your bank details, if you want to pay by direct debit.

5. A short message to agree the accounts (HU/EN)

MAGYAR	ENGLISH
Tisztelt [Név]! A beköltözéskor közösen leolvassuk a mérőórákat. Kérem, jelezze, hogy a villany-, gáz- és vízszolgáltatás az Ön nevén marad-e (és a számlák alapján fizetem Önnek), vagy átírjuk a szerződéseket az én nevemre. Mindkét megoldás megfelel nekem, csak szeretném a szerződésben rögzíteni. Köszönöm!	Dear [Name], we will read the meters together at move-in. Could you let me know whether the electricity, gas and water accounts stay in your name (with me paying you against the bills), or whether we transfer them to my name? Either works for me; I would just like to note it in the lease. Thank you!

Confirm transfer requirements with each provider, as processes change. Figures and steps are taken from the guide at www.hona.hu/moving-setup, where each one is sourced and dated. This is general information, not legal advice. Rules and fees can change, so confirm anything that matters with the relevant office or your own lawyer.