

Sample Home Exchange Agreement.

This Home Exchange Agreement is between:

Name

Address

Phone No.

Email

AND

Name

Address

Phone No

Email

We have agreed to a Home Exchange between the following dates:

MM / DD / YYYY

AND

MM / DD / YYYY

Party One Includes

Adults

and

Children

Party Two Includes

Adults

and

Children

We have agreed that each party will continue to make all necessary payments relative to mortgage and / or rent. No payment for accommodation is required.

Homeowner's Insurance

We agree to continue to maintain in full our homeowner's insurance and will inform our insurance company of these arrangements.

Should any incident occur during the period of the home exchange, it is agreed that the party deemed to be at fault will be responsible for all charges.

Telephone

We agree that over and above local calls, each party will be entirely responsible for all calls placed throughout the duration of the home exchange. Each party will pre-arrange with their telephone company for a separate bill covering the exact period of the home exchange. This will be paid immediately, upon receipt by the responsible party.

Utilities

We agree that each property owner will continue to be fully responsible for all normal and expected utility charges. We further agree that each party will behave responsibly in the use of electricity, gas and water.

Computers and Internet

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We agree provide you with a computer with DSL access for the duration of the home exchange, subject to the following provisions:

- Only one computer to be used and it will be marked accordingly. The second computer is out of bounds.
- No children under twelve to use the computer
- The security settings protecting the network must not be tampered with.
- We expect similar access to a computer using similar restrictions.

Breakages

We agree to either replace or pay fair compensation for any item broken during our stay in the exchange home. This similarly applies to you.

As a precaution we agree to store any particularly expensive or irreplaceable items in an area marked as out of bounds and we agree to honor this restriction.

Mail

Each party agrees to place all arriving mail in a container provided in the front reception area. No mail will be tampered with.

Appliances Breakdowns / malfunctions

We agree to include a detailed list in our Home Exchange Book, of appropriate service personnel to call in the event of any breakdown. Each party agrees to contact the other in the event of a major breakdown to agree upon a resolution.

Services

As above we agree to leave a detailed list of all services normally used.

Swimming Pool

City laws require that all pools / spas are guarded by a locked gate when not being used. Please observe this requirement and also never allow children to use the pool unsupervised.

Back Yard

We just require the pots on the patio to be watered on alternate evenings. Nothing else is required. You will find tomatoes, peppers and herbs growing in containers in the back yard; you are most welcome to pick anything as it ripens.

Cars

We agree to include cars as an enhancement to the Home Exchange arrangement, subject to the following provisions:

- Each party will arrange necessary insurance coverage for their exchange partners. To facilitate this we each agree to provide all required information.

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- Each will be responsible for any traffic offences incurred.
- Each will be responsible for excesses following an insurance claim.
- An agreement as to mileage will be established later, when each party has set up their likely driving itinerary.
- No vehicle shall be driven or ferried across any international border.
- No vehicle shall be driven by anyone under the age of twenty five.
- Each party is responsible for their own fuel expenses.
- Each party is responsible for punctures, broken windshields incurred while driving.
- Each party agrees to have their car serviced prior to the exchange.
- In the event of a major breakdown each party agrees to contact the other to agree upon a resolution.
- We understand and accept that exactly the same conditions and restrictions will apply to us.

Keys and Security System

We agree to provide each other with two sets of house keys. Our keys will be left with Joe and Betty Hoskins, our next door neighbors in number 241. You have agreed to similarly leave keys with your neighbors.

Our home is also equipped with a security system. We will provide you with a temporary code closer to the exchange date.

There are security lights situated around the house which are motion activated. The master on / off switch for the lights is on the back wall of the garage. It's clearly marked and also has duct tape across it to prevent it from being switched off accidentally. Please don't change this switch; it should be on at all times.

Home Exchange Book

We agree to leave a "Home Exchange Book", including detailed information relative to the day-to-day running of our home, pets, garden and car. The Book will also cover all features we feel will be useful to your stay such as emergency contacts, tradesmen, restaurants we recommend, etc.

Arrival

We agree to leave the car at the "Exchange Spot". You can pick up a shuttle bus at the airport terminal to take you there. Keys will be left with the attendant and printed directions to reach our house will be left in the glove compartment. We believe you will make similar arrangements.

We will leave basic fresh food in the fridge and staples in the cupboards. You are

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welcome to eat anything you find in the kitchen on an “eat and replace” basis.

Departure

We agree that both homes will be left in exactly the same condition as they were found. As with our arrival, we should ensure that fresh basic items such as milk and butter are left in the fridge and a loaf of bread in the cupboard.

The houses should be left secure, the pool area locked, and both sets of keys returned to the respective neighbors.

The car should be parked at the “Parking Spot” and the keys left with the attendant.

Signatures

Signature 1

Date

Signature 2

Date

Each party / exchange family should compile their own version of this agreement because it’s probable that each will have different information to itemize, even if the differences are slight.

Each party should print two copies of their own Agreement, sign both, and send both copies to their partner(s) for their signatures.

Each party should return one copy to its original owner and retain the second.