

## HOME EXCHANGE AGREEMENT FORM

To ensure there are no misunderstandings between you and your exchange partner, please fill out this form. Once completed send a copy to your exchange partner and make sure you receive the same in return.

Both parties should then send a copy to the Cops International Home Exchange Office.

Name: .....

Membership Number: .....

Address: .....

I have reached an exchange agreement with:

Name: .....

Membership Number: .....

Address: .....

concerning: (circle correct exchange)

home exchange    host a guest/s    home sitting    other.....

Our holiday dates are from: ..... to: .....

Our approximate time of arrival is: .....

We have come to a clear agreement regarding the number of people who will be sleeping in our home, use of the telephone and electrical appliances, and use of the Internet. (If you are exchanging cars, you should discuss local Regulations regarding driver's license and insurance, and complete the Vehicle Exchange Agreement form.)

We further agree (complete if necessary).....

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It is understood and agreed by both parties that this exchange of homes is for a holiday, and is a non-commercial arrangement. It is not a loan of property, nor is it concerned with the giving or receiving of any type of benefit. Each party to the exchange invites the other as a guest for the specific period.

Signed: ..... Date: .....

Signed: ..... Date: .....