

INTERVAC EXCHANGE AGREEMENT FORM

We recommend that you do not make firm travel arrangements until both parties sign this suggested agreement.

We have agreed to exchange: ___ houses ___ cars or other – as specified: _____ based on the following understandings.

	Exchange Family #1	Exchange Family #2
Names of all travelling family members and ages		
Intervac Member#		
Address of the exchanged property – and nearest airport(s)		
Arrival date and time		
How will travel – flight# if appropriate – where will get keys		
Departure date and time – where will leave keys		
<p>Car exchange: Type of vehicle(s)</p> <p>Insurance covers guest drivers?</p> <p>Date of last mechanical check & mechanic contact information</p> <p>Present number of kilometres/miles on the odometer</p> <p>Any limitations on car usage?</p> <p>(Full tank of fuel will be left in each vehicle – before and after the exchange)</p>		

House Details		
Usage of utilities		
Phone usage		
Internet email usage		
Any visitors expected ?		
Clean-up		
Local contact person during the exchange to assist - eg. neighbour, friend, relative		
Other understandings		
Signature(s)		
Date		