

# Sample House Sitting Agreement

Date of signing agreement.

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Term of the agreement.

From		/		/	
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To		/		/	
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Homeowner.

Names.
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Address.
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House sitter.

Names.
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Contact person(s).

Names.
Telephone.
Address.
E-mail.

The homeowner or contact person may only enter the premises in case of emergency. The homeowner agrees to provide the contact person with a set of keys for the property.

## **Pets.**

Name and describe each animal to be covered by this agreement. How would you like each animal to be taken care of? Include medications, visit to the vet, etc.  
Include the name, phone, and address of the veterinarian.

## **Agreement.**

The homeowner and the house sitter should have their own copy of this agreement, and every party involved should sign it.

The homeowner authorizes the house sitter to occupy the property rent-free during the term of the agreement, as long as the conditions of this agreement are preserved.

The house sitter agrees not to sublet the property or to permit any person(s) or pet(s), other than the listed in this agreement, to occupy the premises. This is not a lease, and the parties agree that the house sitter only the right to occupy the property and has no legal interest in the premises.

The house sitter may continue to occupy the property under the same terms and conditions of this agreement only if notified by the homeowner.

## **Security Deposit.**

Specify the amount. It has to be agreed as to who will hold the funds (usually the owner). Be specific about the circumstances under which the funds will be returned at the end of the assignment. The parties should agree whether the utility bills are to be deducted form the deposit or paid separately.

## **Responsibilities of the homeowner.**

The homeowner agrees that the property will be vacant and in habitable condition for the house sitter to move in on the agreed date.

The homeowner has to ensure that the property is clean and fit to live in.

The homeowner agrees to give the house sitter at least 10 days notice of any change to the agreed dates of move in date or early termination.

The homeowner will reimburse the sitter within 10 days after the end of the assignment for costs incurred regarding urgent repairs if the damage was not

because of the violation of the agreement, or if the sitter does not have the invoice for the repair.

### **Responsibilities of the house sitter.**

The house sitter agrees not to leave the property prior to the termination of the agreement without permission from the homeowner. The property must not be left unoccupied for any unreasonable amount of time (specify).

The house sitter agrees to give possession of the property to the homeowner at the conclusion of this agreement in the same condition as it was received, and to return all the keys to the property.

The house sitter agrees not to use the property for any illegal purpose and not to interfere with the peace, comfort or privacy of neighbors.

The house sitter accepts:

- To notify the homeowner as soon as possible of any damage.
- The responsibility of taking care of the home, pets, gardens, and swimming pool.
- To keep and maintain the standard of care for the home, pets and garden equivalent to the condition as it was at the start of this agreement.
- Pay all the utility bills on time during their occupation of the property.
- To ensure the good health, comfort and safety of the pets listed in the agreement.

### **Specification of the tasks.**

For the calculation of the charges for utilities (if paid by the sitter), meter readings should be taken at the beginning and end of the assignment.

#### **Gas Meter:**

Beginning of assignment

End of assignment

#### **Electric Meter:**

Beginning of assignment

End of assignment

#### **Water Meter:**

Beginning of assignment

End of assignment

Phone numbers:

Electrician

Plumber

Pool service

Builder

Gas service

Police

Fire

Description of the tasks usually performed:

- ❖ **Utility bills.** Specify who will pay (electricity, gas, phone, etc.). All the accounts must be paid on time.
- ❖ **Repair and Maintenance.** The repairs must be carried out promptly. The sitter must keep the receipts they can be reimbursed.
- ❖ **Mail.** Specify how the collection is going to be (daily, weekly, etc.) For redirection, the owner pays the cost.
- ❖ **House cleaning.** How often the house has to be clean as to keep it at the same level of cleanliness as the owner do. Specify the cost of the products whether is going to be the responsibility of the sitter or homeowner.
- ❖ **Garden.** How often the lawn should be mowed and watered. How often the beds have to be weeded and watered. And the same for internal plants. All the costs associated with gardening are responsibility of the owner.
- ❖ **Pool.** How often to give maintenance, cleaning, chlorinating. Keep receipts from pool service, to be reimbursed by owner.
- ❖ **Pets.** Trips to vet. The owner reimburses the sitter or is billed directly by vet. How often to feed, what kind of food. How often to empty litter tray. How often to take out the dog. Bathing. The owner must leave a good store of food or provide money to buy it.
- ❖ **Water.** Owner's responsibility.
- ❖ **Various.** Usually the homeowners leave a contingency fund for the sitter to take care of unexpected expenses. All the invoices and receipts must be kept.

### **Additional terms.**

Additional terms and conditions may be added to the agreement.

The homeowner and the house sitter agree to enter into this agreement and have read all its terms and conditions.

**Signatures.**

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Name

Homeowner

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Name

Homeowner

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Name

House sitter

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Name

House sitter

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Name

Witness

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Name

Witness