



# House-Sitting Agreement

(For longer term assignments)

## Parties to Agreement Information

Name(s) of Owner(s): \_\_\_\_\_

Name(s) of Owners Pet(s): \_\_\_\_\_

List of Owners Animals: \_\_\_\_\_

Name of Owners Representative: \_\_\_\_\_

Name(s) of Sitter(s): \_\_\_\_\_

Name(s) of Sitter(s) children (if applicable): \_\_\_\_\_

Name of Security Deposit Holder: \_\_\_\_\_

Address of the premises covered by this agreement:

\_\_\_\_\_

Term of the agreement:

Commencing on: \_\_\_\_\_ (date)

Ending on: \_\_\_\_\_ (date)

## Agreement

During the Owner's absence, the Owner shall allow the Sitter to occupy the premises on a rent-free basis, subject to the terms of this agreement.

In return, the Sitter agrees to look after the premises, pets, and animals as per the terms of this agreement.

The Owner may nominate an Owners Representative to act on behalf of the Owner during the term of the agreement. The Owner may provide the Owners Representative with a set of spare keys for the premises.

The Sitter is required to vacate the premises upon termination of this agreement.

The Sitter has no legal interest in the premises.

## Notification

The Owner shall give a minimum of \_\_\_\_\_ days' notice if there is a change to the agreed commencement date of the assignment.

## Access to the Premises

### The Owner agrees to the following:

The Owner agrees to make the premises available to the Sitter for the term of this agreement.

The Owner or the Owners Representative may not enter the Premises during the Term of the Agreement without the consent of the Sitter, except in the case of emergency (including emergency repairs).

The Owner or the Owners Representative shall give reasonable notice to the Sitter if inspection of the premises is required.

### The House Sitter agrees to the following:

No other persons or pets other than those listed in this agreement shall be permitted to live or stay overnight at the premises.

## Care of the Premises

### Responsibilities of the Owner include:

The Owner shall ensure the premises are sufficiently clean and habitable for the Sitter.

### Responsibilities of the Sitter include:

Informing the Owner of any damage or threats to the premises as soon as possible.

To maintain the premises, grounds, and garden to the same standard of care and cleanliness as found at the start of the agreement.

To maintain all of the Owners personal property located on the premises.

To water and care for indoor plants and keep them in the same condition or better as found at the start of the agreement.

To remove all household garbage and recycling on a regular basis.

Not to leave the premises unattended for longer than the maximum period agreed to, which shall be \_\_\_\_\_ nights.

To ensure all appropriate measures are taken to ensure the security of the property.

Other responsibilities of the Sitter shall include:

- a) \_\_\_\_\_
- b) \_\_\_\_\_
- c) \_\_\_\_\_
- d) \_\_\_\_\_
- e) \_\_\_\_\_

## Care of Animals

### Responsibilities of the Owner include:

To provide all food, equipment, and supplies for the animal's care. The Owner will also reimburse the Sitter for any expenditure made for the animals during the assignment.

To arrange in advance (including payment) for services of a qualified veterinarian for treatment and care of the Owners animals as needed.

To provide detailed written instructions for the care of all pets and animals covered by this agreement.

**Responsibilities of the Sitter include:**

To follow the Owners instructions regarding the care of the pets and animals. To ensure the health, well-being, and safety of the pets and animals listed in the agreement.

To seek veterinary care for the pets and animals if they are sick or injured.

Not to leave pets unattended overnight.

Other responsibilities of the Sitter shall include:

- a) \_\_\_\_\_
- b) \_\_\_\_\_
- c) \_\_\_\_\_
- d) \_\_\_\_\_
- e) \_\_\_\_\_

**Costs of the Premises and Animal Care**

The basis of negotiations for what each party is required to pay for a long-term house-sitting assignment can be based upon “What would the Owner continue to pay for if the home was empty for the term of the agreement?”

- Taxes and municipal services
- Utilities would continue to be hooked up but not consumed
- Gardening staff
- Emergency repairs and prearranged routine maintenance
- All costs for animal care

“What would the Owner most likely cancel if the home was empty for the term of the agreement?”

- Utility usage
- TV/cable/Internet
- Maid services
- Possibly automobile insurance

The negotiation of the allocation of costs would depend on the duration of sit and if there are animals to care for. Animal care may be considered fair compensation for utility usage.

**The Owner is Responsible for the Following Costs**

- Property taxes and municipal services
- All pet and animal costs
- All costs for emergency repairs or pre-arranged routine maintenance of the premises

Other costs the Owner is responsible for shall include:

- a) \_\_\_\_\_
- b) \_\_\_\_\_
- c) \_\_\_\_\_
- d) \_\_\_\_\_
- e) \_\_\_\_\_

It is recommended that the Owner provide a contingency fund to pay for unexpected expenses. The Sitter must keep all the invoices and receipts.

**The Sitter is responsible for the following costs:**

- a) \_\_\_\_\_
- b) \_\_\_\_\_
- c) \_\_\_\_\_
- d) \_\_\_\_\_
- e) \_\_\_\_\_

**If agreed that the Sitter will pay the costs for utilities** consumed during the assignment, then all applicable meter readings shall be recorded and incorporated into this agreement at the commencement of the assignment.

**Gas Meter Reading:**

Start of term: \_\_\_\_\_

End of term: \_\_\_\_\_

**Electric Meter Reading:**

Start of term: \_\_\_\_\_

End of term: \_\_\_\_\_

**Water Meter Reading:**

Start of term: \_\_\_\_\_

End of term: \_\_\_\_\_

At the end of the assignment, the Sitter is responsible for ensuring that all their bills are paid on time and in full. Any outstanding liabilities will be paid from the security deposit (if applicable).

**Automobile Usage**

If the Owner's automobile is to be used by the Sitter during the term of the agreement the Sitter agrees to pay for any damages incurred while using the Owners vehicle including any excess fees on any resulting insurance claims.

## Security Deposit

The Owner may ask the Sitter to pay a security deposit. This deposit to be returned to the Sitter upon successful completion of the assignment.

It is recommended that the security deposit be held by a third party for safekeeping.

In the event of a dispute, the third-party deposit holder may be asked to act as a mediator.

If a security deposit is requested the amount is:

Amount (currency): \$ \_\_\_\_\_

Method of payment: \_\_\_\_\_

Criteria for withholding payment: \_\_\_\_\_

## Termination of Agreement

### The Owner agrees to the following:

For terms less than \_\_\_\_\_ months, the Owner shall give the Sitter a minimum of \_\_\_\_\_ days' notice to terminate the agreement early.

For terms more than \_\_\_\_\_ months, the Owner shall give the Sitter a minimum of one (1) calendar month notice to terminate the agreement early.

### The Sitter agrees to the following:

The house sitter shall not vacate the premises prior to the end date of the agreement without the permission of the Owner or the Owners Representative.

## Contact Information

### Owners

Mailing address: \_\_\_\_\_

Email address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Cell phone number: \_\_\_\_\_

### House sitter

Mailing address: \_\_\_\_\_

Email address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Cell phone number: \_\_\_\_\_

### Owners Representative

Mailing address: \_\_\_\_\_

Email address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Cell phone number: \_\_\_\_\_

**Security Deposit Holder**

Mailing address: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Address: \_\_\_\_\_

Email address: \_\_\_\_\_

**Additional Terms**

(Any additional terms and conditions as agreed by all parties may be added here).

\_\_\_\_\_  
\_\_\_\_\_

**Signatures**

**Homeowners**

Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

**House sitters**

Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Security Deposit Holder / Witness**

Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

