



HOUSE RULES	Guest initials
<p>CLEANING AND TIDYING</p> <p>In the space provided, specify at what frequency the cleaning or tidying task is to be completed by the guest.</p> <p>(I)MMEDIATELY AFTER USE; (D)AILY; (W)EEKLY; (A)S NECESSARY or (N/A) NOT APPLICABLE</p> <p>___ common spaces, specify: _____</p> <p>___ dirty dishes and garbage cleared from all of the guest's private areas</p> <p>___ (If applicable,) all dishes and cookware the guest (and/or their visitors) used are to be hand washed and dried</p> <p>___ (If applicable,) all dishes the guest used (and/or their visitors) are to be loaded in the dishwasher, but cookware is to be hand washed and dried</p> <p>___ dishwasher unloaded and dishes put away where they belong</p> <p>___ kitchen countertops</p> <p>___ tables</p> <p>___ dry the shower and/or bathtub</p> <p>___ clean the shower and/or bathtub</p> <p>___ bathroom countertop</p> <p>___ toilet seat and floor at the base of toilet</p> <p>___ sanitize the toilet</p> <p>___ wastebaskets emptied and garbage taken to outside bin</p> <p>___ recycling taken to the bin</p> <p>___ compost taken outside</p> <p>___ footwear tidied</p> <p>___ outerwear tidied</p> <p>___ storage area tidied</p> <p>___ other, specify: _____</p> <p>___ other, specify: _____</p>	



<p>USE OF KITCHEN / EATING</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No Food and/or beverages allowed outside of dining area(s)</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No Guest and host are each responsible for their own grocery-shopping and cooking.</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No Host will provide some meals/food (<u>optional</u>, details below):</p> <hr/> <hr/> <hr/> <p>Kitchen may be used by the guest from: ____:____ a.m. to ____:____ p.m.</p> <p>Additional kitchen rules/restrictions e.g. guest must closely monitor food on the cooktop or in the oven; no use of certain appliances/knives; each small appliance used must be returned to its place after use. etc.</p> <hr/> <hr/> <hr/> <hr/>	
<p>MEAL-SHARING</p> <p><i>On occasion, host or guest may invite the other to share a meal. There is no obligation to share meals, but meal-sharing is encouraged to help build a sense of community. If no invitation has been offered for that meal, it will be assumed they will cook and eat separately.</i></p> <p>We intend to share a meal:</p> <p><input type="checkbox"/> Once per week <input type="checkbox"/> Once every 2 weeks <input type="checkbox"/> If/when it suits us both</p> <p>Notes:</p> <hr/> <hr/>	
<p>CONDIMENTS AND/OR FOOD STAPLES (flour, sugar, etc.) TO BE SHARED AT NO COST TO THE GUEST (if any)?</p> <hr/> <hr/>	



SMOKING, VAPING, DRINKING ALCOHOL/LIQUOR, USING SUBSTANCES

(State below - Yes, if permitted; No, if not permitted)

- Yes No Smoking cigarettes or vaping in the home
 Yes No Smoking cigarettes or vaping outside on the home's premises
If yes, location(s) permitted:

- Yes No Arriving at the home while under the influence of alcohol/liquor or other substances.
If yes, state specific limits/restrictions e.g. must go directly to your bedroom:

- Yes No Consuming alcohol/liquor in the home or outside on the home's premises
If yes, state specific limits/restrictions:

- Yes No Smoking cannabis in the home
If yes, location(s) permitted:

- Yes No Consuming edible cannabis in the home

- Yes No Consuming and/or being under the influence of illegal substances in the home and/or outside on the home's premises



<p>VISITORS</p> <p>Visitors allowed... ...during the day? <input type="checkbox"/> Yes <input type="checkbox"/> No ...overnight? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Guest to seek permission from host before each visit? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Visiting hours - weekdays: from _____ to _____</p> <p>Visiting hours - weekends: from _____ to _____</p> <p>Notes/details: _____</p> <p>Social gatherings allowed e.g. party, board game, study group? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, # of visitors limit: _____, and specify restrictions: _____ _____ _____</p>	
<p>PERMITTED USE OF COMMON AREAS IN THE HOME (and building, if applicable) BY GUEST AND/OR GUEST'S VISITORS:</p> <p>_____ _____ _____</p> <p>Areas restricted to guest and/or guest's visitors: _____ _____ _____</p>	
<p>PARKING FOR GUEST AND/OR VISITOR</p> <p>Parking stall # and/or other information: _____</p> <p>Limitations on parking e.g. visitor parking space time limit, no uninsured vehicle storage _____ _____</p>	



NOISE

Quiet hours: from: ____:____ p.m. to ____:____ a.m.

Restrictions regarding playing of musical instruments (if any):

USE OF LAUNDRY

___ person(s) share the laundry facilities

- Laundry is to be removed from the washer and/or dryer as soon as the machine stops.
- Lint filter on the dryer is to be cleared of lint immediately after use.

Guest may use the home's/building's laundry facilities

on: _____ from: ____:____ a.m. to ____:____ p.m.
day(s) of the week

Sheets are to be laundered by the _____ once every _____ week(s)
specify host or guest

Other bed linens are to be laundered by the _____ every _____ week(s)
specify host or guest

Other laundry rules, including who is responsible for cleaning common laundry (e.g. dish cloths, etc.) or which items are not to be laundered in the host's/building's laundry facilities:



RESPONSIBILITY FOR PURCHASING ITEMS THAT HOST, GUEST AND/OR VISITORS MAY USE

- toilet paper Host Host/guest to each purchase their own
- facial tissue Host Host/guest to each purchase their own
- paper towels Host Host/guest to each purchase their own
- laundry supplies Host Host/guest to each purchase their own
- cleaning supplies Host Host/guest to each purchase their own
- other _____
- other _____
- other _____

GARBAGE / RECYCLING / COMPOST

Explain how each of these are handled (especially important for international guests for whom this may be unfamiliar)

Garbage disposing process: _____

Garbage pick up day: _____

Recycling collection process: _____

Recycling pick up day: _____

Yard waste disposing process: _____

Yard waste pick up day: _____

Compost disposing process: _____

PREPARING IN ADVANCE FOR CONFLICT RESOLUTION

If you have ever shared a home, you probably know it is virtually inevitable that you will experience some conflicts in this shared living arrangement. By establishing and reviewing together the house rules, you have already lessened the number of potential issues you will face. Conflicts might not be avoided altogether, but they can likely be greatly reduced by discussing common issues and planning ahead. Thus, you are encouraged to openly and honestly discuss the following points.

You may notice that conflicts frequently arise when one or more of a person's basic human needs are compromised. Basic human needs consist of:

- Survival
- Safety and security
- Love and belonging
- Self-esteem and respect
- Personal growth and contribution

Questions to discuss:

- Considering these basic human needs, in what ways can we show kindness while still addressing a problem?
For example, taking responsibility for one's influence on the other's basic human needs; speaking with a calm tone of voice and expression; avoiding blaming or demanding language; expressing respect for differences in values.
- What assumptions can we make about each other that may help us to cooperate effectively?
- Based on our knowledge and life experience, what kinds of conflicts do we anticipate; what aspects of shared living most easily or frequently irritate each of us?
- What is our strategy for addressing conflicts?
For example, we plan to discuss what is not working well, as soon as possible, to avoid building resentment.



MOVE-IN CHECKLIST

EMERGENCY SERVICES (police, fire and/or ambulance): **Call 911.**

Street address of home is:

EMERGENCY CONTACT INFORMATION FOR HOST

Name:
Relationship to host:
Phone:
Text:
Email:

CONTACT FOR HOME PREMISES EMERGENCY IF HOST IS UNAVAILABLE (within a reasonable time)

Name:
Relationship to host:
Phone:
Text:
Email:

EMERGENCY CONTACT INFORMATION FOR GUEST

Name:
Relationship to guest:
Phone:
Text:
Email:

SAFETY EQUIPMENT (IF APPLICABLE)

Fire extinguisher location
Carbon monoxide detector location
Security e.g. alarm system code
Building entry phone system - number to allow entry



WALKTHROUGH OF HOME

- Host and guest together review each item below, with the host explaining just how house rules are implemented in regard to each item.
- Guest is to initial after each item is explained.

GUEST'S PRIVATE SPACE	
Area	Guest Initials
Key for bedroom door (if applicable)	
Bedroom (closet, bedding)	
Private bathroom (if applicable)	
Towels/linens	
Other:	
Other:	
COMMON SPACES FOR GUEST'S USE	
Area	Guest Initials
Main (shared) bathroom	
Kitchen - cookware/utensils/dishes - locations and special instructions	
Laundry room (if applicable) - decide who will clean common laundry (dish cloths, etc.); review any special laundry instructions e.g. do not mix bleach and ammonia, etc.	
Kitchen and/or dining room table	
Parking lot space / driveway space / garage	
Office/study space	
COMMON SPACES FOR GUEST'S STORAGE	
Area	Guest Initials
Refrigerator	



Kitchen cabinet(s)	
Bathroom cabinet	
Entry/hall closet	
Garage and/or storage locker	
Other:	

USE, CARE AND CLEANING OF APPLIANCES

Appliances	Guest Initials
Refrigerator	
Range (stove, oven)	
Microwave	
Dishwasher	
Blender	
Vacuum	
Laundry equipment	
Other:	
Other:	
Other:	

USE OF FACILITIES AND AMENITIES

Facility / Amenity	Guest Initials
House key (or access code / fob)	
Storage locker key (if applicable)	
Copy of strata bylaws provided to guest (if applicable)	
Internet (usage and limits, WiFi password)	
Television	
Audio and video equipment	



Water softener and/or purifier	
Mail and/or parcel delivery (mail key)	
Parking - what can/cannot be stored in parking area e.g. used oil.	
Garbage and recycling (and compost, if applicable)	
Pool and/or hot tub	
Barbecue (cleaning, fuel, special instructions regarding safety)	
Exercise equipment (special instructions regarding safety)	
Balcony, deck and/or yard	
Yard maintenance (irrigation, lawn, gardens, etc.)	
Other:	
Other:	
Other:	

Host signature _____ Date: _____

Guest signature _____ Date: _____