



House Sitting Policy

Palm Lake Resort accepts that Home Owners/Site Tenants/Residents have the right to engage house sitters to cover periods of extended temporary absence from Palm Lake Resort. This policy is intended to clarify house sitting arrangements and requirements.

1. It is the responsibility of the Home Owners/Site Tenants/Residents to advise the Resort Caretaker/Manager of their proposed house-sitting arrangement in advance of their absence. House sitters must be in the opinion of the Resort Caretaker/Manager meeting a profile similar to the general resort Home Owners/Site Tenants/Residents population.
2. House sitters may be a maximum of two (2) individuals.
3. Home Owners/Site Tenants/Residents are reminded that they are not permitted under their Site Agreement/Lease to rent their home for a fee on a temporary basis during any absence.
4. It is the Home Owners/Site Tenants/Residents' responsibility to formally introduce the proposed House sitter/s to the Resort Caretaker/Manager who will complete a House-Sitting Form that records the details of the house sitter/s. The House Sitting Form will outline the following:
 - Home Owner/Site Tenant/Resident/s home number
 - Home Owner/Site Tenant/Resident/s contact details during their absence
 - House sitter/s full name/s
 - House sitter/s contact details
 - Commencement and end dates for the house-sitting period
5. The Resort Caretaker/Manager will provide the house sitter/s with a copy of the resort rules and/or Spirit of Community documents along with a general briefing on the operations of Palm Lake Resort.
6. The Resort Caretaker/Manager will provide a notice informing all other Home Owners/Site Tenants/Residents of the home number and house sitter/s details along with the duration of their occupancy via an email.
7. The house sitter/s will have the right to use the Palm Lake Resort facilities subject to the same rules that apply to Home Owners/Site Tenants/Residents; however, they will not be entitled to participate in activities where Palm Lake Resort management is providing paid professional trainers or instructors.
8. House sitters may participate in functions/events organised by the Palm Lake Resort Homeowner's Association, however where there is a maximum quota for a particular function/event then the house sitter/s participation in these events may not be at the expense of Palm Lake Resort Home Owners/Site Tenants/Residents.
9. Home Owners/Site Tenants/Residents must notify the Resort Caretaker/Manager for all Home Owner/Site Tenant/Resident absences so that security and safety can be maintained within the resort at all times.



House Sitting Form

**Home Owner/Site Tenant/
Resident details**

Input Home Owner/Site Tenant/Resident details

Location

Palm Lake Resort

Home number

Name of Home Owner/Site Tenant/Resident/s

Contact phone number

Email address

House Sitting commencement date

House Sitting end date

House Sitter 1 details

Input House Sitter 1 details

Name of House Sitter 1

Home Sitter 1 contact phone number

Home Sitter 1 email address

House Sitter 1 residential address

House Sitter 1 date of birth

House Sitter 1 car make and model

House Sitter 1 car registration number

House Sitter 2 (if applicable) details

Input House Sitter 2 (if applicable) details

Name of House Sitter 2

Home Sitter 2 contact phone number

Home Sitter 2 email address

House Sitter 2 residential address

House Sitter 2 date of birth

House Sitter 2 car make and model

House Sitter 2 car registration number



Agreement

Upon signing of this House Sitting Form, I/We confirm that the details above are true and correct.

Name of Home Owner/Site Tenant/Resident

Signature of Home Owner/Site
Tenant/Resident

Name of House Sitter 1

Name of House Sitter 2

Signature of House Sitter 1

Signature of House Sitter 2

Date

Resort Caretaker/Manager Approval

Name of Caretaker/Manager

Signature of Caretaker/Manager

Date