

Thinking of moving? This is what you need to do:

- Make sure that you have visited and inspected all of your exchange partner's home and garden as many times as you need to and at different times of the day if possible. Make sure that you are happy with the property that you are looking to move into;
- Make sure that you are aware of any parking restrictions or limitations around the property that you want to move to;
- Be aware that you if you are moving to Selwood Housing property, you will need to pay two weeks rent in advance, even if you are in receipt of Housing Benefit or Universal Credit;
- Let us know if you are concerned about the property that you are looking to move to, if you are moving to a Selwood Housing property you will be invited to inspect the property with us;
- Be certain that you want to move;
- Be aware of the costs. Removals and reconnections all add up;
- You must not accept any money in return for agreeing to swap. This is illegal;
- You must not swap until you have Selwood's permission. You will risk making you and your family homeless;
- If you are a Selwood Housing tenant, you must allow us access to complete electric and gas (if there is a supply) checks, these will be carried out within 48 hours prior to your sign up;
- Be aware that Selwood Housing will not accept any responsibility for any rubbish that is left in the property that you move into. It is your responsibility to resolve this with the person you are swapping with.
- If you are moving into a Selwood Housing property, you **must** provide all documents requested in the checklist at the back of the application form. If you don't provide the documents or information requested then we will not be able to process your application.