

J. Luis Properties, Inc.  
House Sitting Form

Client's name: \_\_\_\_\_

Client's address: \_\_\_\_\_  
\_\_\_\_\_

Client's contact information:

- Home Ph: \_\_\_\_\_
- Work Ph: \_\_\_\_\_
- Cell Ph: \_\_\_\_\_
- Email: \_\_\_\_\_

Emergency contact name: \_\_\_\_\_

- Home Ph: \_\_\_\_\_
- Work Ph: \_\_\_\_\_
- Cell Ph: \_\_\_\_\_
- Email: \_\_\_\_\_

Back up key: \_\_\_\_yes or \_\_\_\_no

Location of back up key \_\_\_\_\_

**SERVICES REQUESTED INSTRUCTIONS:**

Trash receptacles: \_\_\_\_\_

Mail & Paper: \_\_\_\_\_

Plant care: \_\_\_\_\_

Lights: \_\_\_\_\_

Radio and/or TV: \_\_\_\_\_

Draperies and/or shades: \_\_\_\_\_

Dusting: \_\_\_\_\_

Lawn care: \_\_\_\_\_

Lawn equipment: \_\_\_\_\_

Other: \_\_\_\_\_

# J. Luis Properties, Inc. House Sitting Form

Any special instructions:

---

---

---

---

Key required: \_\_\_\_ yes or \_\_\_\_ no / Gate code \_\_\_\_\_

Key pickup & return instructions: \_\_\_\_\_

Keep key and/ or codes for future assignments: \_\_\_\_ yes or \_\_\_\_ no

Start Date: \_\_\_\_\_ Stop Date: \_\_\_\_\_ Visits per day: \_\_\_\_\_ AM \_\_\_\_ PM \_\_\_\_

We are not liable for plant replacement: \_\_\_\_\_ clients initials.

If your return date has changed to a later date please notify J. Luis Properties, Inc. within 48 hours of original return date. If you plan on returning early and do not notify us in time to stop our commitment we will have to charge you for that visit.

If you authorize other individuals to access your property while you are away from home, J. Luis Properties, Inc. is NOT responsible for any loss, financial or otherwise, resulting from any incident.

In the event of inclement weather or natural disaster, J. Luis Properties, Inc. is authorized to use their best judgment in caring for your home. J. Luis Properties, Inc. will be held harmless for consequences resulting from such decisions. Safety is a prime concern.

We carefully guard your keys, codes, personal information and lock all doors upon entering and exiting your home. We will not hide, use hidden keys nor rely only on garage door openers unless agreed to, in advance, by both parties at the client's liability.

***I understand and agree to the terms of this contract and authorize J. Luis Properties, Inc. to perform the above duties. I declare that the information is correct and complete to the best of my knowledge and belief.***

**Authorized by:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Witnessed by J. Luis Properties, Inc.:** \_\_\_\_\_ **Date:** \_\_\_\_\_