International Education Homestay Notice to Move

Complete and return this form within five (5) days of giving notice to your host.

Student Settlement & Support Services Office:
Located in the Centre of Learning, Room E110, Kelowna BC. homestay@okanagan.bc.ca M-F ph: 250-862-5443

Notice to Student & Host: You must give a minimum of one month notice if you wish to end a placement early.
If the student moves before one-month notice, payment until the end of the one-month notice date is required.

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_______________ z z z z __ ______________________ will be moving out of the home of

Student name Student Number

_______________________ on _______________________

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^ š µ v e š [mail **Student's Phone Number** **New Address**

Departing from Homestay Checklist:

Student responsibilities

- | I will thoroughly clean my bedroom and bathroom
- | I will remove all my belongings from the home
- | I spoke to my host about belongings I cannot dispose of on my own to ask for help removing them, such as by donating items to a thrift store
- | I returned any house key(s) to my host
- | I updated my mailing address with OC, Service BC (MSP), Bank, etc.

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FOR HOST FAMILY:

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- | There are no outstanding phone bills/damage claims.
- | There are outstanding expenses $______________ the student needs to reimburse me for the following reasons: ____
- | Sufficient notice was given (verbal notice followed by this written notice within one week is acceptable).
- | Insufficient notice was given; the student should pay.

  For partial months in homestay the rent rate is $27 per night x _____ nights = $________
- | NO notice required, student can move out early.

_______________________ _______________________

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Host responsibilities

- ◯ Speak with your student about cleaning expectations prior to their departure. We recommend checking in with your student 5-7 days prior to departure to review what needs to be done, such as disposing of garbage, wiping down surfaces, bedding, etc.
- ◯ My student and I will check their bedroom prior to departure to identify any issues or cleaning needed
- | I will notify the International office within 48 hours of any issues that may require compensation or attention