

# House Sitter Instruction Sheet

Answer the sitter's questions before they are asked, on paper, while you are still in the house and can walk them round to the stopcock.

Everything a house sitter needs while you are away, written down before you go rather than texted at midnight from an airport.

**PRINT IT, FILL IT IN, LEAVE IT OUT**

Fill this in and leave it somewhere obvious — the kitchen table, not a drawer. Take it back when you return: by then it has your alarm code and your wifi password on it.

|          |                |                |
|----------|----------------|----------------|
| Property | Away from      | Back on        |
| Sitter   | Owner — mobile | Second contact |

## GETTING IN AND LOCKING UP

|                                       |               |
|---------------------------------------|---------------|
| Keys — which door, and where          | Key safe code |
| Doors and windows to check before bed |               |

## ALARM

|                                             |      |                      |
|---------------------------------------------|------|----------------------|
| Panel — where                               | Code | How to set and unset |
| If it goes off — what to do and who to call |      |                      |

## HEATING AND HOT WATER

|                  |                |           |
|------------------|----------------|-----------|
| Controls — where | Normal setting | Hot water |
|------------------|----------------|-----------|

## BINS, POST AND DELIVERIES

|                                     |                     |                       |
|-------------------------------------|---------------------|-----------------------|
| Collection day                      | Where the bins live | Which bin, which week |
| Post, parcels and anything expected |                     |                       |

PLANTS, GARDEN AND ANIMALS

Plants — which, how often

Watered from

Pets — what, when, how much

Vet — name and number

Anything the animals must not get at

WIFI, TV AND THE THINGS THAT ANNOY PEOPLE

Wifi network

Password

Router — where

Quirks — the door that sticks, the tap that drips

IF SOMETHING BREAKS

Water stopcock

Consumer unit

Boiler isolation

| Trade or service | Name | Number | What they look after |
|------------------|------|--------|----------------------|
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