



Leeds Homes
MUTUAL EXCHANGE

www.leadshomes.houseexchange.org.uk



house
exchange



Introduction

What is a Mutual Exchange?

A mutual exchange is when two tenants decide to swap homes. If you rent from a Council or Housing Association this could be a fast and easy way to find a new home.

You can move this way as often as you like and can move to any area.

Finding your new home

Leeds Homes now provides its tenants with a new service called House Exchange.

You can use the House Exchange website www.leedshomes@houseexchange.org.uk to put you in touch with other tenants wanting to swap their homes, locally, regionally and nationally.

You will need to complete the online registration form to receive your ID number and password which will be posted within a few days.

New customers join the scheme on a daily basis, so if you don't find a swap straight away, log onto the House Exchange website regularly. You can choose to have email alerts when another customer matches your requirements.

The website automatically removes customers from the register if they don't log into the site for 3 months.

When you've found a swap

Once you have found someone to swap homes with, you'll need to check each other's homes before agreeing to move. You also need to contact your landlord to give them the details and make sure they agree to the swap.



Your landlord will need to check your home. Your move may be delayed if your home or garden are not in good condition, you have rent arrears, or you have broken your tenancy agreement in any way. You'll need to check how much rent you'll have to pay in your new home. You will become responsible for maintaining any improvements or alterations that have been made by the current tenant.

Getting permission to swap

You must not move without getting your landlord's written agreement. If you do move without permission, you will have to move back to your original home and may even risk losing your home.

It is illegal to offer money or goods to anyone to encourage them to swap homes with you.

By law your landlord must let you know if you can swap homes within 42 days.

After your landlord has agreed to the swap

When your landlord has written to say you can swap homes, you'll be asked to sign a Deed of Assignment which will transfer your tenancy to the new address. Once you have signed the Deed of Assignment you'll be the legal tenant of your new home and will lose the right to stay in your old home.

You'll need to agree a date for moving and must inform the gas, electricity, telephone and water suppliers.

If you are claiming benefits you may be able to get help with the cost of moving. You can get advice about this from the Department of Work and Pensions or your local Citizens Advice Bureau. If you already receive housing benefit, or wish to apply for it, you will need to complete a new claim form.



Could my swap be refused?

Your landlord, or the landlord of the person you want to swap with, may decide not to agree to the exchange if:

- There is a court order requiring you to give up possession of your home for rent arrears or anti-social behaviour.
- A Notice Seeking Possession of your home has been served due to your tenancy conditions being broken, for example, for rent arrears, anti-social behaviour or any other breach of your tenancy conditions.
- The home you want to move to is too large or small for your family's needs.
- Your landlord re-housed you in your present home because you have special housing needs, such as adaptations, which you still need but are not included in your new home.

Moving to a home owned by another landlord

Different landlords offer different tenancy conditions. The rent you pay may be different from the person you are swapping with, check with the new landlord.

Your housing office will pass on details about your current home to your new landlord. This will include information about your rent payments and how you have managed your tenancy.

Some homes cannot be bought under the Right to Buy scheme. You should check this before you agree to move. You should check with your landlord that none of your other rights are effected before you agree to the exchange.

Contact your landlord for more information.

To register and find people wanting to swap homes locally, regionally and nationally go to:

www.leedshomes.houseexchange.org.uk