



**Gloucestershire
Housing Association**

A MEMBER OF THE GUINNESS PARTNERSHIP

Information about mutual exchange

This leaflet tells you about mutual exchange




**APPROVED
BY GHA RESIDENTS**

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What is a mutual exchange?

A mutual exchange is when two tenants agree to swap their properties, with each taking on the terms of the others tenancy.

Why mutual exchange?

For many tenants, particularly those living in areas of housing shortage, a mutual exchange provides a useful method of moving property. This can often be much quicker than waiting for an offer from the local waiting list or for an internal transfer, particularly if you have a bedroom shortage or more bedrooms than you need.

Who cannot do a mutual exchange?

All our tenants can exchange properties by this method unless the following conditions apply:

- You have been served with a Notice of Seeking Possession
- Possession proceedings have been started against you
- The exchange would result in overcrowding or under-occupation
- Your property is specially adapted as a disabled property
- Your property is within a sheltered scheme
- You have rent arrears. However, if you clear your rent arrears you will become entitled to mutually exchange.
- You have breached any terms of your tenancy agreement
- Your tenancy is an assured short-hold or starter tenancy

As long as you are not prevented from moving due to one or more of the above conditions, you may be able to swap with another tenant of Gloucestershire Housing Association, another housing association, or with a tenant of a local authority. The person you wish to swap with will also be subject to similar restrictions.

What is the process?

1. Find someone to swap with. Many people find someone to swap with by:
 - word of mouth
 - contacting the local authority and housing associations to see if they hold a list of people who are looking to exchange
 - looking for cards in local shop windows
2. Contact your Housing Officer. They will check whether you are eligible, send you an application form, and work with the other landlord to swap references.
3. Home visit. Your Housing Officer will visit your property to carry out an inspection before we grant permission for you to exchange.
4. Safety checks. We will need to come into your home to carry out gas and electric safety checks to coincide with the move.
5. Signing the legal documents. If permission to move is given, a new Deed of Assignment will be drawn up transferring the tenancies over to the new occupants.

Homeswapper



Homeswapper is the UK's largest community of social housing tenants looking to swap homes. This is used by many tenants to find a local or national home swap. As a tenant of Gloucestershire Housing Association you can register for free at the Homeswapper mutual exchange website www.homeswapper.co.uk

After you register, Homeswapper can search for all possible matches everyday and send you alerts by text message or email, providing more options for you to exchange your home. For more information about homeswapper log onto www.homeswapper.co.uk

You must not move until you receive written permission from your landlord and dates have been set.



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