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[Read the Terms of Participation](#)

Kendal Community Notification Form

Each participating resident must notify the administration of his or her Community with the following form.

[Download Notification Form](#)

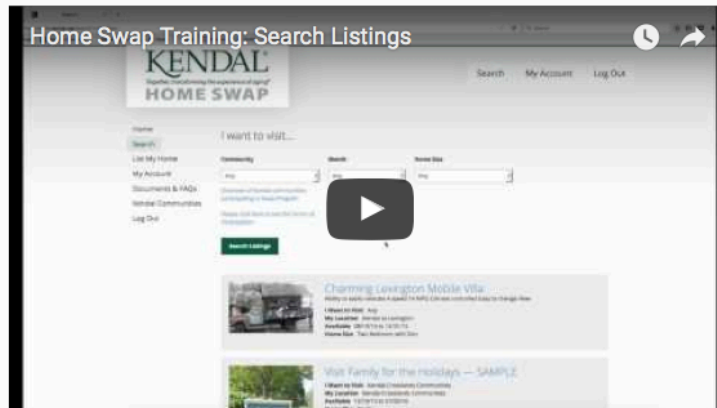
Kendal Communities

Click "[Kendal Communities](#)" for an overview of communities participating in the Swap Program.

Instructions

^ Search — for an Available Swap Listing

1. Select the desired location, or "Any," from the drop-down box beneath "Community."
2. Select the desired month and year, or "Any," from the drop-down box beneath "Month."
3. Select the preferred Home Size, or "Any," from the drop-down box beneath "Home Size."
4. Click the green "Search Listings" button.

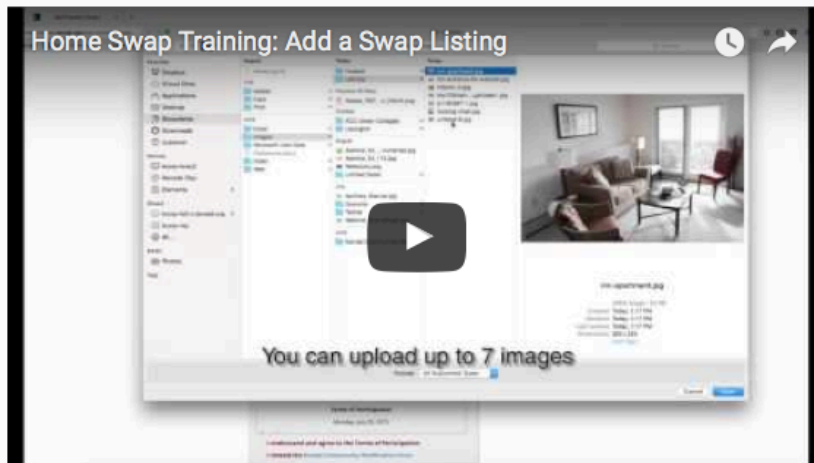


View video at:

https://www.youtube.com/watch?v=BcJXTBPP0_8

^List My Home — Add a Swap Listing

1. Enter a "Listing Headline" by typing in the corresponding blank box.
2. In the blank box beneath "Listing Details" describe the accommodations you are making available.
3. Click on the "Available From" box, and then find and click on the appropriate starting date on the pop-up calendar.
4. Click on the "Available To" box, and then find and click on the appropriate ending date on the pop-up calendar.
5. Your "Contact Name," "Contact Email" and "Contact Phone" number will have been auto-filled from your Account Profile.
6. You have the option of uploading up to 7 photos of your residence in .jpg, .gif and/or .png format from your computer by clicking the green "Select files" button (or dragging and dropping the image files in the gray box containing the "Select files" button).
7. Indicate that you have read and agree to the "Terms of Participation" listed in the scrollable box beneath "Terms and Conditions" by clicking on the check box before "I understand and agree to the terms of participation."
8. Indicate that you have viewed and/or have downloaded the Kendal Community Notification Form by clicking on the check box before "I viewed the Kendal Community Notification Form."
9. Indicate which Kendal Community, or Communities, you want to visit.
10. After you click the green "Submit" button, you will have an opportunity to review and revise your listing, or to delete it.

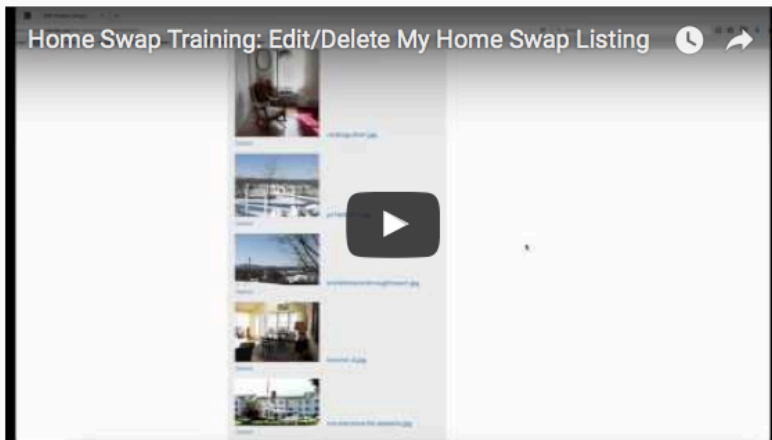


View video at:

<https://www.youtube.com/watch?v=1yVyCAkC8zI>

^ Remove or Revise Swap Listing

All of your postings will be listed on your "My Account" page under the heading "My Property Swap Listings." You have the option of revising a listing by clicking on the green "Edit" button beneath listing details. If you want to delete the listing, just click on the word "Delete."



^ Create or Update Your Account Profile

1. Click on "My Account" near the top right corner of the Home page.
2. Enter your First and Last name, Phone number and Email address in the corresponding blank boxes.
3. Type a password in the "Enter Password" and "Confirm Password" boxes. (Be sure to make a note for future reference of the password you have specified.)
4. Select the location where you reside from the "My Community" drop-down box.
5. Select the size of your residence from the "My Home Size" drop-down box.
6. Click the green "Update" button.



View videos at:

<https://www.youtube.com/watch?v=fi3mIuDLCl8>

https://www.youtube.com/watch?v=oGf_qDI4NA

FAQs

^ Will meals be provided?

Under this program, the participating resident/member will be able to purchase meals at Kendal Affiliates they are visiting at the lowest rate offered. No "swapping" of meals is possible due to the variations in Community fee structures. Program participants will receive applicable away-meal credits, per their contracts, during their absence from their communities.

^ Must Swap dates match?

No, a Swap doesn't have to be simultaneous, if such arrangements can be made between individuals involved in the Swap.

^ Are visiting residents/members allowed to have guests?

Yes, if the person you are swapping with is agreeable. If a guest will be staying overnight, it would be a good idea to let the person you are swapping with know that is your plan.

^ Will medical care be provided to those visiting another Kendal community during a Swap?

Those who are residing temporarily in another Kendal community as part of a Swap will be treated as a visitor by that community. They will not receive health care services from the Kendal Affiliate under the [Terms of Participation](#) in this Program.

^ Will an on-site host be available?

Only if the hosting resident has arranged for someone to act as a host. However, you can expect on-site receptionists to be very helpful.

^ Can residents/members without computers arrange Swaps?

They might be able to arrange a Swap with the help of a trained resident/member or staff member. However, it may be difficult for them to propose Swaps, or respond to proposed Swaps, without access to their own email account.

^ Can certain areas of a residence (e.g., a den or closet) be placed out of bounds?

Yes, by informing the incoming visiting resident of exclusion areas.

^ How can plants and animals be cared for?

The host resident/member should make sure that the visiting resident/member knows what is expected. Any understanding regarding care of plants and pets should be noted on the [Community Notification Form](#) under "Care of Residence."

^ Can residents/members agree to use each other's vehicles during a Swap?

Yes, they are free to work out such arrangements between themselves.

^ Will a visiting resident/member be entitled to participate in the Community activities?

Yes, they are encouraged to do so.