



Code of Conduct Agreement

I have read, understand and agree to the following:

As a Guelph Wellington Time Bank (GWTB) member, I agree:

1. I will clarify all details* of my time transaction before meeting with my partner.
2. I will respect my exchange partner's privacy and confidentiality. I will respect GWTB members' privacy and confidentiality by not sharing phone, email address and residency address with people outside the GWTB membership network.
3. I do recognize that my Time Bank service is voluntary.
4. I will respect my exchange partner's home, property, and valuables.
5. I will try to maintain at least one offer and one request on the GWTB website with my availability, and seek out offers from other GWTB members that appeal to me.
6. I understand that communication is the key to a successful Time Bank and that it is my responsibility to respond to GWTB phone calls and emails directed to me.
7. I will try to resolve any conflicts with other members through clear communication, in the spirit of neighbourliness. I understand that the GWTB co-ordinators are available to assist in conflict resolution, though they are not responsible for specific outcomes.
8. I will abide by the policies of the GWTB, and understand that the Guelph-Wellington Time Bank reserves the right to revoke my membership if I am not compliant with these policies.

** Under circumstances where the exchange involves services such as transportation, childcare, eldercare, plumbing, etc., it is the responsibility of the requestor to ascertain the competency of the server to the extent that meets the user's level of comfort.*

Signed _____

Date _____