

Aquitaine Info

Siren Number 533 695 151

8 Rue Du Boulanger, 24500, Fonroque, France

Contract for Twelve Month Aftercare Anglo French Services

This contract is to assist Mr & Mrs xxxxxxx, who have purchased a property at xxxxxxxxxxxxxxxxxxxxxxxx, in being able to integrate and communicate with all French utilities, tax offices, social services, amenities and, if necessary, any and all medical needs. Upon specific instruction as to needs and objectives, options will be sought and reviewed and then presented to the client for them to make an informed decision.

Having lived more than Twelve years in France, I am seeking to help the client avoid the pitfalls that I or others have experienced.

Below is a list of the services that are included in the annual fee:

- To give assistance over 12 months, in the event of difficulties or problems, with the telephone, internet or utility provider. To also register with the EDF and secure a contract for the electricity. To secure Internet and Phone services including two mobile phones.
- To register the clients cars, if imported from the UK with the local Sous Prefecture or Prefecture and /or assist in seeking to purchase a car in the local department, (up to a maximum of two cars) Additional vehicles will be actioned at a mutually agreed additional cost).
- To assist in registering with a Doctor, Dentist and to assist in the need for translation services in the event of medical issues. (PLEASE NOTE: If it becomes apparent that a long term medical need will require multiple appointments with Specialists in cities such as : Bordeaux, Perigueux, Marmande etc, then additional costs will be negotiated between both parties – see below).
- To assist with The Vet in the event of pets being in need of Veterinary care, and to ensure proper registration.
- To assist with all communication between the RSI or CPAM or Caisse Primaire Assurance Maladie, (This is the local NHS service effectively in France) where you obtain the all important “Carte Vitale”, available only to permanent residents in France; the Pole d’Emploi in the event of seeking work, and the French Inland Revenue. To effect all the registration for you as a self employed individual with the Chambres de Metiers or Chambres de Commerces. The charges levied by these organisations will be at your charge.
- To help and advise on finding and providing Property Care Services from Gardening to Painting and Decorating Services, Tree Surgeons, Plumber and Electrician, and seeking out Builders and Carpenters. ***It must be understood that the role is to place you in contact with people providing the services, but it is always the clients choice, and no responsibility can be borne by the advisor for the quality of the service provided, as the engagement of services will be directly between the client and the Artisan.***
- If you, the client need help with French Officialdom, then verbal translation services will be provided where needed with French Officials such as the local Maire. If detailed written translation is required that is at an extra cost, mutually agreed with the client.
- If you, the client needs help with finding Building experts or Architects and / or Builders, and they need to submit plans for extensions or building, then verbal translation services will be provided where needed with French Officials such as the local Maire. **If detailed written translation is required that is at extra cost, mutually agreed with the client.**

- Assistance will be given for the opening of Bank Accounts in France, and options will be discussed as to who would be deemed the best provider of these services in your local area.
- To assist in advising and seeking a provider for all domestic Insurance including House and Contents, Car, and “Top Up” medical Insurance.
- To seek Legal and Tax advice from reputable & trusted sources in the region on behalf of Mr & Mrs xxxxxxxxx.
- Currency exchange services can be recommended and a minimum of three currency providers will be offered for consultation, if requested to seek the best value for Sterling / Euro exchange.

Any other services can be discussed, and offered at an additional cost mutually agreed between the client and ourselves.

This contract is limited to xxx hours for the 12 month period (1st of XXXXX 2017 – 31st of XXXXX 2018), including travelling time. Any other services, such as Medical Consultations with Specialists and trips to cities for meetings and appointments will be charged and can be discussed, and offered at an additional cost mutually agreed between the client and ourselves. The day rate for additional work is 250€ and the hourly rate for the first hour is 50€, and then for subsequent hours immediately following the first hour is 40€ per hour.

Customer Signature and Date

Acceptance of the Contract

Mr & Mrs xxxxxxxxxxxxxx

Mr. Paul Muxlow for Aquitaine Info

(Please provide a copy of Passport)

Fee Agreed xxxxx€ for xxxxxx 2016 to 31st xxxxxxxx 2017.

- ***Please note that it is requested that Office hours are to be respected with all phone communication in the Week to remain within the Business hours of 9 to 6. No Calls at Weekends. Emergency calls will be taken.***
- ***An “Hours Report” may be provided on a monthly basis upon demand.***
- ***You are allowed to consult your file and notes at any time, as well as any mail exchanged between us in accord with the French CNIL law.***