***FRIENDSHIP EXCHANGE DESCRIPTION***

***Rotary District 5580 (USA and Canada)***

1. The spirit of the whole Rotary Friendship Exchange experience is to foster a positive connection with the host District. Establishing friendships and promoting peace, goodwill and understanding is the primary goal of RFE.

2. Four to five Rotarian couples/singles travel to the host District at their own expense.

3. Each exchange is for a period of 7 to maximum 14 days or as mutually agreed.

4. The focus of the agenda during the exchange will focus on  a) Sight-seeing, b) Bonding with host Rotarians c) experiencing the culture of the host country and District d) attendance at Rotary social events e) Presentations at Rotary meetings on visitors’ District and country are welcome.

5. The visiting RFE team to Rotary District 5580 should ideally visit our district within the months of July to September when the weather is usually very pleasant. The RFE visit from District 5580 to the host District is recommended to take place when the weather is optimal in the host District.

6. Accommodations provided by Rotarian hosts will be clean and comfortable. Access to laundry facilities will be provided if needed. Most Rotarians in our District prefer that there is no smoking in their homes and may request that you smoke outside. Most public buildings are designated as smoke free zones.

7. Delegates will be selected by the sending District based on the completion of personal information and data form with photograph. This information will be shared with the District Rotarian hosts and organizing team.

8. Prior to departure, outbound and inbound RFE teams will be provided with an orientation by their own District pertaining to cultural awareness and sensitivity, local customs, food, language, and clothing expectations.

9. The RFE team visiting District 5580 are welcome to organize their own pre or post RFE travels to other areas of the USA and Canada (preferably these travels will not conflict with the RFE visit schedule).

10. Related Costs of Exchange:

* Host Rotarians will provide accommodation and most meals during the scheduled RFE visit. There may be some occasions when there will be a cost to the visiting RFE participants.
* Each RFE Delegate will arrange for and absorb the cost of necessary travel insurance and medical insurance.
* Local travel costs will normally borne by the RFE host families. Host families or other volunteer drivers will usually provide transportation, although there may be occasion for the visiting RFE team to share in some of the group transportation costs. It is recommended that the visiting RFE team limit their luggage to two pieces (1 large and 1 small carry on).
* The visiting RFE team may be asked to pay for admission to special events and attractions. Shopping and personal expenses are the responsibility of delegation members with no liability to the host district.