

# 2025 Sister City Home Host Guidelines

Applications close on 30 May 2025



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# Sister City Program

The City of Belmont ('the City') has built a 40-year relationship with its Sister City, Adachi-ku in Tokyo, Japan. The City of Belmont entered into a Sister City Relationship with the Special Ward of Adachi-ku in Tokyo, in October 1984. The mainstay of this relationship since its inception has been the annual Student Exchange Program.

The purpose of the Sister City relationship is to promote cultural and educational exchanges between the two cities. Belmont students travel to Adachi in early January each year to experience Japanese culture and customs. Students from Adachi-ku visit the City of Belmont in August where they explore Belmont and the wider Perth region. Students participate in cultural tours, school visits and sightseeing. Students are home hosted by local Belmont families, which contributes to the students' experience, all the while offering them an opportunity to improve their English language skills.

## Home Hosting

Hosting students is a rewarding experience not only for the students, but also for the host family. This unique opportunity will allow students and host family members to learn and to share their life experiences and cultures with each other.

The length of stay is six days, from Thursday 31<sup>st</sup> July until Tuesday 5 August 2025 inclusive.

## Host Family Responsibilities

As a host family, you will be responsible for the students' wellbeing and providing activities during free time (the weekend). You will be required to provide the following:

### 1. Accommodation

- Provision of suitable accommodation for the student to stay in their own room or appropriately sharing with the same sex host brother or sister for the full length of the exchange.

### 2. Meals

- During the week, host family will be responsible for providing breakfast and dinner; lunch will be organised and provided by the City of Belmont during the day tours.
- During the weekend, host family will be responsible for providing breakfast, lunch and dinners.

### 3. Transport

- The host family is required to have access to a reliable vehicle during the hosting period.
- During the week, host family will be responsible for providing transport each morning for their student(s) to the City of Belmont Civic Centre (exact times will be provided closer to the date).
- During the week, the host family will be responsible for collecting their student(s) each afternoon from the City of Belmont Civic Centre (exact times will be provided closer to the date).
- Host family will be responsible for all transport needs over the weekend.

#### **4. Meetings**

- All host families will be required to attend a pre-delegation meeting with the City of Belmont to ensure they have all the required information and details regarding the visit. Date to be confirmed.
- All host families will be required to attend a post delegation meeting with the City of Belmont to review their experiences and provide feedback for future delegations. Date to be confirmed.

### **Reimbursement**

Each host family will be provided with a financial contribution to assist with the expenses associated with hosting a student:

- \$530 for a host family hosting one (1) student under 14 years (7 days pro rata).
- \$400 for a host family hosting one (1) student aged 14 – 16 years (7 days pro rata).
- \$380 for a host family hosting one (1) student 17 years (7 days pro rata).
- \$350 for a host family hosting one (1) student 18 – 24 years (7 days pro rata).

### **City of Belmont Functions**

During the week, the City of Belmont is responsible for organising all trips and excursions throughout the students' visit.

The City will be hosting the following functions that students and host families will be invited to:

- Welcome Dinner, a semi-formal dinner held on the evening of the first tour day at the City's Function Room.
- Farewell function, a casual function held on the last tour day to farewell the visiting students.

Details for both functions will be provided closer to the date.

## Selection Criteria

1. The online application must be completed before the specified closing date.
2. The home host family must live in the City of Belmont.  
*Note: In certain circumstances, the Selection Panel has discretion to consider and accept applications for individuals who may live outside the Belmont area but are deemed suitable for home hosting opportunities.*
3. The home hosts, including any adults over the age of 18, living in the host family home, will be required to hold or be willing to apply for a Working with Children Check and National Police Clearance.
4. Be available to home host from Thursday 31 August 2024 until Tuesday 5 August 2025 inclusive.

## Assessment of applications and appointment process

The City has contracted a Home Host Organisation, Talkabout Tours to assess applications. You will receive confirmation from Talkabout Tours once you have submitted your online application through their portal.

All applications are screened for compliance with the guidelines and assessed against the criteria outlined in this document.

Applicants will be invited to an interview with Talkabout Tours. Following the interviews, successful families will receive a formal confirmation of their appointment as home host. Those who are unsuccessful will also be informed via letter from the City.

## Useful Dates

30 May 2025	Applications close (subject to change)
30 July 2025	Adachi Students officially arrive in Perth.
31 July 2025	Welcome Dinner and home hosting commences.
5 August 2025	Farewell Lunch
5 August 2025	Adachi Students depart Perth.

## How to apply

1. To submit an application, read through these guidelines carefully and ensure that you meet the criteria.
2. Complete the Online Application through Talkabout Tours via the following link: [Belmont Sister City Exchange Program 2025 - Talk About Homestay](#)
3. All applications must be submitted by close of business on **30 May 2025.**

## Contact Details

Should you have any queries regarding this document or the Sister City home host process, please contact the City of Belmont Community Development team.

- Phone: 08 9477 7219
- Email: [community.development@belmont.wa.gov.au](mailto:community.development@belmont.wa.gov.au)