

# City Campus Booking Form - Academic Year 2010-2011

City Campus Student Village, Administration Building, Lord Edward St, Limerick Tel/Fax: 061 403400



City Campus

Surname:..... Mobile No.: .....

First Name:..... Email : .....

Sex (please tick): [ ] Male [ ] Female Year of Study(please circle): 1<sup>st</sup> 2<sup>nd</sup> 3<sup>rd</sup> P/Grad

Nationality :..... College:.....

Permanent Address:..... Course:.....

..... Duration of Stay (please tick – this is compulsory)

..... [ ] 9 Month Contract 30.08.10 to 29.05.11

..... [ ] Semester I Contract 30.08.10 to 13.01.11

Irish P.P.S. No. : ..... [ ] Semester II Contract 13.01.11 to 29.05.11

Special Medical Requirements:..... Date of Birth ...../...../.....

Age:..... Signature of Guardian / Parent if applicant is < 18 Yrs:.....

## NEXT OF KIN DETAILS:

Name:..... Contact No:.....

Name of Tenants you would like to share an apartment with (not guaranteed):\*

1. .... 2. .... 3.....

*\*(ROOMS ARE ALLOCATED ON A RANDOM BASIS & SHARING IS NOT GUARANTEED)*

## **ACCOMMODATION RATES 2010-2011:**

- Booking / Security Deposit: €300.00 (must be paid with booking form)

### **9 Month Contract: Payment Details:**

- Utilities Payment: €50.00 (must be paid on collection of keys)
- Semester I (19 ½ weeks): €1,560.00 (must be paid on collection of keys)
- Semester II (19 ½ weeks): €1,560.00 (must be paid on/before January 13<sup>th</sup> 2011)

### **Semester I Contract: Payment Details:**

- Utilities Payment: €25.00 (must be paid on collection of key)
- Semester I Rent: €1,560.00 (must be paid on collection of keys)

### **Semester II Contract\*: Payment Details: \*BOOKINGS NOT ACCEPTED UNTIL NOVEMBER 1<sup>ST</sup> 2010**

- Utilities Payment: €25.00 (must be paid on collection of key)
- Semester II Rent: €1,560.00 (must be paid on collection of keys)

SIGNED: \_\_\_\_\_ DATE: \_\_\_\_\_

**TERMS AND CONDITIONS OF BOOKING:**

- I. Only booking contracts received with the correct booking deposit and completed in full will be processed.
- II. A booking is only confirmed upon receipt of the deposit. First year applicants must notify us in writing no later than 3 days after the First Round Offers are made if they wish to cancel their booking. €150.00 of the booking fee will be returned. Cancellation after this date will result in total loss of the booking fee. For all other years, cancellation once deposit is paid will result in total loss of the booking fee. This becomes the security deposit once a room has been occupied.
- III. Residency agreements are made on a "Full Contract Basis" – all rental and utility payments are non refundable.
- IV. Any resident moving out before the end of their contract will forfeit all deposit, rental and utility payments.
- V. Tenants signing up to a "9 month contract" that subsequently move out after Semester II, will lose their booking deposit for failure to adhere to their contract.
- VI. A booking contract with deposit is a booking for a room only – each student occupies a single room.
- VII. Late payment of Semester II Rent will result in a "late payment charge" of €50.00 per week. The due date for all rents for Semester II on the 9 Month Contract is January 13<sup>th</sup> 2011
- VIII. Where an applicant is < 18 years of age, the booking agreement must be co-signed by a parent or legal guardian.
- IX. All deposits will be returned by CHEQUE within six to eight weeks after departure.
- X. Bookings for Semester II will not be accepted by City Campus until November 1<sup>st</sup> 2010.
- XI. Semester I commences from 01.09.2010 – keys are available for collection from this date – however all new residents must contact the Administration office at least three days in advance to book a move in time.
- XII. All pages of the booking contract must be signed with all correct details filled in.

**RESIDENCY TERMS AND CONDITIONS:**

- All utilities are paid in advance. This is a non refundable payment which includes Cable TV & TV License, telephone line, refuse collection, refuse sacks, light bulbs & end of term cleaning etc....
- "Moving In Date" must be carried out between the hours of 9.00am to 1.00pm & 2.00pm to 5.30pm, Monday to Friday. Prior notice of arrival must be given by contacting the City Campus Management Office at least three working days before arrival.
- Serious anti-social behavior which endangers the safety of fellow students on Campus may result in immediate eviction. This remains at the discretion of Management. A copy of the handbook is available in the city campus admin office.
- All tenants are advised to take note and read carefully the CITY CAMPUS "TERMS OF RESIDENCY & DISCIPLINARY POLICY" - a copy of which will be provided to each resident on move-in day
- Lost / damaged keys will incur a replacement charge of €40.00, non-negotiable.
- After hour call outs due to such things as locking yourself out, losing a key, incapacitation due to alcohol etc will incur a "call out fee" of €30.00, non-negotiable. This must be paid to the Caretaker at the time of call out and/or will be taken from your security deposit. The call out tel. number is available from the office.
- All maintenance issues must be reported to the office. These are logged in the maintenance log and will be dealt with accordingly. Failure to follow this procedure may result in maintenance items being missed.

**SIGNED:**

Tenant: \_\_\_\_\_

DATE: \_\_\_\_\_

Guardian: \_\_\_\_\_

DATE: \_\_\_\_\_

**THE TENANT AGREES WITH THE CITY CAMPUS MANAGEMENT COMPANY ON THE FOLLOWING:**

- a) To pay the reserved rent without any deductions whatsoever at the times and in the manner provided for in this agreement.
- b) To permit the landlord or his agent at all reasonable times to enter the premises and examine the state of repair and condition thereof and to repair and make good all defects of which notice in writing shall be given by the landlord to the tenant and for which the tenant is liable under the provisions hereof within one month after the giving of such notice and on the failure to comply with such notice the landlord may carry out the work referred to therein and recover the cost thereof on demand from the tenant as liquidated damage.
- c) Not to make and structural alterations in the said premise or to make any alterations whatsoever in the internal arrangements or external appearance of the premises not to erect any wireless or television aerial without first obtaining the consent in writing of the landlord.
- d) To keep the interior of the premises including the glass in the windows and locks sash-cords electric gas and other fittings and installations and all additions thereto and all drains sanitary fittings appliances and pipes in good and tenatable repair order and condition and keep the landlord effectually indemnified against all claims in respect thereof and to keep the windows and chimneys clean and keep clean and free from chokages all wash-basins lavatory basins drains sewers and gully traps serving the said premises and to pay for any damage thereto or expense of clearing the same caused by the negligence of the tenant, his licensees servants or agents.
- e) Not to use or occupy the premises or permit the same to be used or occupied otherwise than for the purpose of the tenant's private residence and not to take lodgers or paying guests or for any purposes or in any manner inconsistent with such user or occupation and not to do or allow to be done any act or thing which is likely to be or become a nuisance danger or annoyance to adjoining occupiers, and in particular not to permit any sale by auction on the premises and to fit effective suppressors to all electric equipment so that they will not interfere with the operation of any wireless television or other electronic equipment in the vicinity.
- f) That he shall not do or suffer to be done anything which may render the landlord liable to pay in respect of premises or the building in which the same are situate or any part thereof more than the present rate of premium for insurance against fire on residential premises or which may.
- g) Not to make void or voidable any policy for such insurance.
- h) Not to hang or allow to be hung from any window any clothes or other articles for drying or any other purpose or expose same therein and not to exhibit any signboard poster or advertising matter or any flag or banner outside the premises or in the windows or doors thereof,
- i) To maintain the interior of the premises in good decorative condition.
- j) Not to keep any dog, cat, bird or other animal in or on the premises.
- k) Noise to be kept to a minimum at all times.
- l) Not to place or permit to be placed any bicycle dustbin or other obstruction of any nature in or upon the hall landings stairways paths or approaches leading to the premises.
- m) To make use of a covered bin and not to place any dust or refuse in or about the premises but only said bin for removal by the Corporation Authorities and in accordance with arrangements in existence for the entire estate or the block in which the premises are situate.
- n) To notify the landlord forthwith in writing of any damage by fire that may be occasioned to the said premises or to any property of the landlord in the said premises.
- o) To indemnify the landlord against any claim by any licensee, invitee or agent of the tenant arising out of the user of any part of the premises.
- p) On the signing hereof to pay the landlord the sum specified on the Second Schedule hereto in respect of and as security for, the payment of the rent reserved and compliance with the terms of the said Letting which said sum subject to such payment and compliance with the terms as set out in this lease agreement shall be refunded on the expiration of the said Tenancy.
- q) On vacating the property tenants are to have the security deposit returned to them by the landlord so long as all rental payments are up to date and there are no outstanding issues or damage to the property etc.
- r) That he will at the expiration or sooner determination of the tenancy peaceably surrender and yield up unto the landlord possession of the premises together with the furniture effects and fittings included in this letting in good and substantial repair and condition in all respects.

**SIGNED:**

*Tenant:* \_\_\_\_\_

*DATE:* \_\_\_\_\_

*Guardian:* \_\_\_\_\_

*DATE:* \_\_\_\_\_