

## **Contract Summary – Key Points to Notes**

The Contract between you and the University to occupy the Accommodation is comprised of the following documents;

- Accommodation Offer
- Licence Agreement
- Terms & Conditions of Licence
- Finance Information

### **Accommodation fees**

You are required to pay the Residence Fee for the full contract regardless of whether you leave the University or no longer want to live in University accommodation. Please see the table at 5.6 in the Licence Agreement which clarifies your liability for future payments.

You are required to provide a guarantor. If you are unable to do so you must pay the Residence Fee in full in advance.

You will need to pay £350 to accept your offer of accommodation. This payment is not a deposit but will be deducted from your first instalment. The Finance Information document contains important guidance about the dates for payment and the ways to pay.

### **Non payment**

If you do not pay your accommodation fees when they are due then the University may terminate the Contract and thereafter, if necessary, take legal action against you and/or the Guarantor and/or pass the debt to a recovery agent, which could affect your credit reference and cost you more money.

### **Behaviour**

Students are required to behave with respect for other students and staff.

The University operates a **zero tolerance policy** regarding

- Tampering/covering fire detection equipment including smoke and heat detectors
- Candles, joss sticks, oil lamps or similar devices
- Smoking including e-cigarettes and vaping
- Illegal substances including psychoactive substances
- Possession of firearm/offensive weapon
- Throwing items out of windows

**ANY STUDENTS FOUND TO BE CARRYING OUT ANY OF THESE ACTIVITIES WILL HAVE THEIR ACCOMMODATION CONTRACT TERMINATED WITH IMMEDIATE EFFECT.**

### **Visitors**

You are responsible for the conduct of your visitors. There are specific rules on the number of visitors allowed and a process to follow where you wish a visitor to stay overnight. Please see the Terms and Conditions of Licence for further information.

### **Cleaning & Damage**

You are responsible for cleaning your own room/bathroom and as a group of students within a flat you are responsible for cleaning the kitchen/dining/lounge and corridor. If standards are not maintained cleaners will be called in and the cost will be passed to the students. The cost of any damage caused will be charged to the student(s) responsible.