

Cratloewood Student Village
Application Form September 2010 – May 2011

Please Complete in Block Capitals, Sign & Date Page 2 and Return to the Above Address

Name: _____

Home Address: _____

P.P.S. Number: _____ **D.O.B.:** _____

Please note applications will not be accepted without a valid PPS no.

Students Email: _____

Students Mobile No: _____ **Home Phone No:** _____

Parent/Guardian Name: _____

Parent/Guardian Address: _____

Parent/Guardian Contact Number: _____

Name of Course: _____

Year of Study in 2010/2011: 1st 2nd 3rd 4th

Room Type*: Single Twin en-suite as a single Twin en-suite Sharing

Have you stayed in any of our accommodation previously: Yes No

Do you suffer from any medical conditions? _____

Please list any residents you would like to share an apartment with*:

*Please note that this cannot be guaranteed.

For Office Use only:

Apt No: _____

Key No: _____

Deposit Paid: Yes No

1st Term Fees Paid: Yes No

TERMS & CONDITIONS

ACADEMIC YEAR 2010/2011

Please read the following terms and conditions and indicate your acceptance by signing below. No application will proceed unless this form is signed and returned to us.

1. Applications are processed on a strictly "first come, first served" basis.
2. A booking is only confirmed upon receipt of the deposit.
3. Management reserves the right to decline an application.
4. Applications are accepted for the entire occupancy period 1st September 2010 to 27th May 2011 only. Any student who accepts a room in our accommodation and for whatever reason subsequently cancels/vacates their room will not be refunded their deposit or utility payment. A minimum of 4 weeks notice must be given in writing if you are leaving before the end of the academic year and then the balance of the rent and ESB deposit will be returned to you.
5. Not all preferences are guaranteed i.e. location, roommate, type of room etc
6. Any student who is in "twin room" accommodation must accept that Management reserves the right to fill any vacant beds as they see fit.
7. The room /apt you are allocated at the start of the term will remain your room /apt until the end of the year.

Cancellation

8. Applicants must notify us in writing no later than the 27th August 2010 if they wish to cancel their booking. €200.00 of the booking fee will be returned. **Cancellation after this date will result in total loss of the booking fee.**

Payment

9. The following methods of payment are accepted:

- Cheques or bank draft to be made payable to Cratloe Wood Property Co. Ltd.
- Cash can only be accepted in person.
- Credit cards are accepted but are subject to a 3% charge

10. Payment must be received by the following dates

- 1st Term payment is due by Friday, August 27th, 2010.
- 2nd Term payment is due by Friday, January 14th, 2011

Second term fees must be paid on time, late fees will be subject to a late fee of €10 per week, for each week the fees are late.

Under no circumstances will keys be handed over without payment of first term fees. Non Payment of rent constitutes a serious breach of contract and will result in expulsion.

11. A key-fob and a bedroom key will be issued on check-in on or after the 1st September which will permit access to the allocated room. In the event of loss of key-fob during the year a replacement fob can be received from reception for a fee of €30.00 & a replacement bedroom key will cost €15.00. Keys are validated for the first term and must be revalidated again on receipt of second term fees.

12. Moving-in must be carried out between 9am to 5pm, Monday to Friday. The reception is closed on weekends.

13. The €350 electricity deposit will be used as pre-payment. Any refunds due to residents from the €350 electricity pre-payment will be refunded along with the security deposit at the end of the year. Where bills exceed €350 the additional charges will be deducted from the security deposit or will be billed separately.

14. Apartment and room inspections will be carried out on a monthly basis during the year and all students are responsible for maintaining their property to an acceptable standard. Students are liable for the cost of engaging contract cleaners where apartments are being neglected, this cost can be upwards of €100.00.

15. While there is insurance cover for the apartment and its contents this does not extend to the students personal belongings therefore it is strongly advised that you take out Insurance cover for your personal belongings held on site.

16. Utilities Charge - this is a non-refundable payment which includes Cable TV & TV License, telephone line, refuse collection, refuse sacks, light bulbs etc.

Please note - you can receive calls on the telephone, to make a call a call-card is required which can be purchased locally.

Changes to Terms and Conditions

17. Information on this application form may be subject to change. It does not constitute a contract or part thereof. If you have any queries about these terms and conditions please email us at info@cratloewood.com

I agree to the terms and conditions as laid out above.

Signed: _____

Date: _____