

Link2 Student Living Occupancy Agreement



The agreement sets out the conditions by which you must abide by and your obligations while living at Link2:

(a) Credit card details must be provided on the Occupancy Agreement. These details are securely stored and serve as security over the terms of this agreement. Charges will only be processed on the provided credit card if required due to a breach of the terms and conditions outlined in this Occupancy Agreement with Link2 Student Living. Link2 Student Living will always communicate with you prior to processing any charges. By providing your credit card details, you authorise Link2 to process charges for any applicable costs as listed in the agreement, including:

1. Access surcharge
2. Key replacement fee
3. Fire alarm surcharge
4. Recovery of damage costs

If the provided credit card is declined for any necessary payment, the guest is required to make the payment in full using an alternate method within 48 hours.

(b) You must attend a compulsory orientation meeting after arrival at Link2. Your meeting time will be advised to you upon check in.

(c) Following the deposit period rent is collected 1 week in advance each Friday, this is done by Direct Debit. A one off \$5.60 administration fee is charged upon guest registration. Each week a \$1.73 transaction fee will be added to your rent if you pay by Australian Bank account and if you pay by credit card a 2.2% fee will apply.

(d) You must not change your bed, room or residence or allow another person to occupy your bed if, for any reason, you are not using it.

(e) You are provided with a swipe key and an additional bedroom access code upon arrival. A \$50 access surcharge will apply if you require management assistance to access your apartment or bedroom, after 6pm. A \$25 key replacement fee will be charged if you lose or damage your key. Should these fees be incurred they will be processed immediately on the credit card provided.

(f) Link2 management can enter your room at their discretion.

(g) Setting off a smoke alarm will result in a \$1300 fire alarm surcharge as the fire brigade is directly connected to our emergency evacuation system. They will respond to any emergency and charge for false alarms. If you are found responsible for setting off the smoke alarm this fee will be deducted immediately from the credit card provided.

(h) If you damage our furniture, fittings or any property, or another resident's property, at our discretion you must pay for the repair or replacement of that item. Should any such damage occur the amount will be advised to you by management with a completed incident report and the charges will be deducted immediately from the credit card provided.

(i) Link2 rules are simple;

1. No smoking/ vaping in any Link2 houses.
2. You must clean the kitchen and wash all dishes after each use.
3. No visitors are permitted at any time into Link2 houses. This includes any current Link2 tenant from other Link2 houses.
4. You must not make any excessive noise after 10pm and the TV/ music must be turned to low volume at this time.
5. You must not bring any furniture into Link2 houses or stick anything to Link2 walls.
6. Bookings are non-transferrable. You are not permitted to rent your bed out to anyone at any time.
7. No candles, incense, or oil burners are permitted in any Link2 houses.
8. Antisocial behaviour to other guests or staff is not tolerated.
9. You must not congregate in any outside courtyard areas.

(j) The following Link² Terms and Conditions (T&C's), the terms under which your booking was made form part of this occupancy agreement.

1. Minimum length of booking for any premises is 14 days.
2. A temporary booking may be made without payment and is held by Link² for a period of 48 hours to allow for payment of fees to be made to secure the booking.
3. Non-refundable deposit payment of 2-weeks rent plus booking fee is required to secure a booking. This payment will cover the first 2 weeks rental of your stay at Link2.
4. In addition to the deposit a prepayment of the last 4 full rental weeks is required (or payment of the booking in full if the booking is less than 6 weeks in total). The prepaid rent will be credited to the final 28 days rental due for your booking at Link2.
5. **Cancellation Policy**
Cancellations Within 14 Days of Arrival:
A late cancellation fee equal to 2 weeks' rent will apply, in addition to the non-refundable 2-week deposit and booking fee. This fee will be deducted from the prepaid rent. The remaining 2 weeks of prepaid rent will be refunded.
Cancellations Between 15–28 Days Prior to Arrival:
A late cancellation fee equal to 1 week's rent will apply, in addition to the non-refundable 2-week deposit and booking fee. This fee will be deducted from the prepaid rent. The remaining 3 weeks of prepaid rent will be refunded.
Cancellations More Than 28 Days Prior to Arrival:
The non-refundable 2-week deposit and booking fee will be forfeited. The full 4 weeks of additional prepaid rent will be refunded.
Should the Australian Government impose a border closure with the country of travel on the scheduled check in date then the booking will be postponed and rescheduled for a future date to be advised by the student.
6. Any booking of less than 28 days will incur a one-off \$75 charge, payable with the deposit payment.
7. Not less than four (4) weeks' notice must be given to Link² via email to team@link2.com.au if a student wishes to leave the premises prior to their booked departure date. An Early Departure fee equal to 2 weeks' total rental will be charged when the guest chooses to move out prior to the booked departure date. Upon revision of your departure date, you must pay all remaining rent, and early departure fees due up to the new departure date in full immediately.
8. Bookings must be paid from the original arrival date even if the student changes their arrival to a later date after confirmation. Should an earlier arrival date be required we will accommodate your request if there is a room available and the 2-week deposit payment will cover the first 2 weeks rent from the revised arrival date.
9. Link² will always attempt to accommodate Students wishing to extend their stay beyond their original booking, subject to availability. Link² does not guarantee any extensions will be available.
10. Rents are reviewed each July, subject to change with new rental rates effective in January the following calendar year. Effective rental rates at the time of stay, not at the time of booking, are payable by the student. Students with confirmed future bookings will be advised of any changes in rental rates at the time they occur.
11. Link2 management reserves the right to adjust room placement, without altering the room type, prior to arrival in order to maximize occupancy. Bed type will not be changed without approval from resident or managing agent. The exact placement of your room and bed location will be advised in the welcome email received 1 week prior to arrival.
12. Room changes that occur after arrival at the guest's request incur a \$100 fee to be paid prior to the move occurring.
13. Arriving flight details must be provided to Link2 7 days prior to arrival.
14. Check in time is 11am – Link2 will assist with early flight arrivals, whereby the student will be able to check in and use the communal facilities until their room is available.
15. Check out time- all belongings and rubbish must be out of the guest's bedroom and kitchen cupboard and refrigerator shelf clean by 7am- guests must leave the premises by 9am.
16. Residents must be aged 18 years and over.
17. Proof of student enrolment must be provided.

(l) If you breach any clause of this agreement set, we may terminate your agreement with us and evict you from staying at Link2. In the case where we deem the breach to be serious, in that it puts the safety, security, or well-being of fellow residents at risk, we may evict you immediately. Should you be evicted Link2 has the right to recover payment for the notice period of 4 weeks, as well as any damage to property or cleaning expenses incurred. In the case of eviction, the notice period will be deducted from your rental prepayment and any other charges required to be recovered will be processed on the credit card provided, with an invoice supplied for the charges.

(m) By signing this agreement below, you acknowledge that you understand and agree to all terms set out in this agreement and authorise Link 2 Student Living to use your credit card details in accordance with this agreement.

AUTHORISATION FOR CREDIT CARD USE UNDER THE TERMS OF THIS AGREEMENT

Name of resident	
Date of birth	
Accepts Terms and Conditions	Yes
Bank BSB number (May be provided after arrival for rent processing)	
Bank Account number (May be provided after arrival for rent processing)	
CREDIT CARD DETAILS Mastercard or Visa only (<i>Debit cards not accepted</i>) (must be supplied to confirm booking)	
Card Type	MASTERCARD / VISA (Please Circle)
Name on card	
Card Number	
Expiry Date	
Process confirmation payment on this card	YES / NO (Please Circle)

NOTE: Paying by Bank Transfer

- Please email a copy of the transfer confirmation, along with this completed and signed Occupancy Agreement, to team@link2.com.au within the 48-hour temporary booking period and we will confirm your booking, pending the receipt of funds into our account.
- Credit card details must still be provided to serve as security over the terms of this agreement.

EMERGENCY CONTACT INFORMATION

Emergency Contact Name	
Relationship to resident	
Emergency contact phone (include international prefix)	
Emergency contact email	

Signature of Resident
