



62-66

FARRINGTON
apartments

STUDENT NAME

ACCOMMODATION

62-66 Farringdon by condokeeper

LICENCE PERIOD

ARRIVAL DATE

/ /

DEPARTURE DATE

/ /

HOME UNIVERSITY

UK UNIVERSITY/PROGRAM

HOME ADDRESS

WEEKLY RENT AMOUNT

EMAIL ADDRESS

GUARANTOR

GUARANTOR EMAIL ADDRESS

LICENCE AGREEMENT

TERMS AND CONDITIONS

At condokeeper's discretion a booking may be on hold for up to 3 days.
Bookings are confirmed upon receipt of written confirmation.

Check-in time: 4 PM
Check-out time: 10 AM

Check-in takes place at the property where by appointment you may meet a member of staff otherwise you will be guided to conduct a self-check-in.

Our apartments are all self catering and transfers and meals are not included in the cost.
All extras/extension stays must be paid for during your stay.
Any maintenance or housekeeping problems within the apartment during your stay must be reported via email to operations@condokeeper.co.uk.

Student accommodation at 62-66 Farringdon by condokeeper includes:

- Complimentary Wi-Fi;
- Weekly light cleaning service (not including dish washing, rubbish disposal);
- Complimentary weekly fresh set of linen;
- 24/7 Student Support;
- 24/7 Internet Support;
- All bills included;

1. PAYMENT:

A 20% non-refundable deposit is required for all bookings travelling 3 months or beyond.
Full payment (ie. Balance less deposit already paid if applicable) must be received 6 weeks prior to commencement of the booking.

If payment is not received by the due date, condokeeper reserves the right to cancel the booking immediately upon notice.

For bookings made less than 6 months prior to arrival, full payment is required.

Payments will be automatically taken by condokeeper using credit card provided on booking form unless we are instructed otherwise at least 3 working days prior to due date.

1.1. Payment Methods

- International credit card (Visa, MasterCard) and debit Card (Visa, Visa Electron, Maestro).
- By bank transfer. Please add £20 to cover bank charges and quote condokeeper invoice reference.

2. INCIDENTALS DEPOSIT

condokeeper require a **£300** as damage deposit.

The deposit will be returned to you within 14 days following check-out subject to Accommodation inspection and subject to no damage to the Accommodation.

3. CANCELLATION

All requests for cancellation must be made in writing and will take effect from the date the letter/email is received by condokeeper. All notifications must be submitted to sales@condokeeper.co.uk. The 20% pre-payment (deposit) is non-refundable in all circumstances.

- Cancellation more than 4 week before your arrival: the deposit is non-refundable.
- Cancellation 4 weeks prior to arrival: 25% of total booking value.
- Cancellation 3 weeks prior to arrival: 50% of total booking value.
- Cancellation 2 weeks or less prior to arrival: 100% of total booking value.
- Cancellation after your arrival: 100% of total booking value.

Students are strongly recommended to ensure that they have suitable travel insurance.

4. POLICY

Should condokeeper need to change the booking, alternative accommodation will be offered, or a full refund given.

condokeeper cannot accept responsibility for loss of any luggage, valuables or for injury sustained during your stay, whether in an apartment provided or whilst you are out. Therefore we strongly recommend that full travel insurance is taken out. Our company endeavours to maintain the highest standards for their Students, but are unable to take responsibility for any inaccuracies in our literature, brochures or any information provided by third parties.

Any person booking on behalf of a Student shall be deemed as the principal party and agrees to be liable for any non-payment, loss or damage or breach of terms and conditions by the guest.

5. FORCE MAJEURE

condokeeper shall not be liable to any person by reason of any delay or failure to perform any obligations under this contract if the delay or failure was due to any circumstances beyond condokeeper's reasonable control.

6. LICENCE TO OCCUPY

6.1.1. Condokeeper agrees to grant and the Student agrees to accept a licence to occupy the Accommodation with the benefit of the Rights for the Licence Period on the Terms set out in this Agreement.

6.1.2. This Agreement constitutes a temporary revocable licence between condokeeper, as Licensor, and the Student, as Licensee. If the Student is in serious or persistent breach of these Terms, condokeeper may cancel and revoke this Agreement and take any other appropriate referrals for disciplinary action and/or take any other appropriate legal action.

7. STUDENT'S OBLIGATIONS

The Student agrees with condokeeper as follows:

7.1.1. To pay the Rent Amount to FARRINGDON ROAD MANAGEMENT LIMITED in the specified instalments in advance on or before the Payment Date(s).

- 7.1.2. To check the Accommodation and report any damage within 7 days of taking up occupation. The reporting procedure is set out in the Accommodation Handbook.
- 7.1.3. To keep the Accommodation and the Accommodation's Contents clean and tidy and not to damage them.
- 7.1.4. To keep the Common Parts and the Residence Contents, jointly with other students in the Residence, clean and tidy and not to damage them.
- 7.1.5. To report any loss, damage or want of repair at the Accommodation or any failure of the Services as soon as reasonably practicable and in any event within 24 hours of becoming aware of it. The reporting procedure is set out in the Accommodation Handbook.
- 7.1.6. To report to condokeeper promptly any fire or accident resulting in injury or resulting in damage to any part of the Accommodation or to the Contents.
- 7.1.7. To notify condokeeper if the Accommodation is likely to be unoccupied for 7 days or more during the term times.
- 7.1.8. To report any suspicious circumstances likely to affect the security of any part of the Accommodation.
- 7.1.9. To report as soon as reasonably practicable (and in any event within 24 hours) any damage to the Accommodation caused by an intruder. Nothing in this clause requires the Student to put their personal safety at risk.
- 7.1.10. To leave the Accommodation in a clean and tidy condition and clear of all rubbish and personal belongings and otherwise in the state required by this Agreement at the end of the Licence Period.
- 7.1.11. To return the keys of the Accommodation at the end of the Licence Period. Any lost keys will incur a £50 replacement fee.
- 7.1.12. Not to interfere with the management of the Accommodation. Accordingly, condokeeper reserves the right to permit authorised personnel to enter the Room or any other part of the Residence at reasonable times for the purpose of viewing, inspection, maintenance, repair or any other reasonable purpose. The Property Manager will use reasonable endeavours to give at least 24 hours advance notice wherever practicable. No notice will be given in an emergency, when attending to a health and safety matters or where access is required only to the Common Parts.
- 7.1.13. Not to alter, add to or do anything which may cause damage to the electrical installation or any electrical equipment in the Accommodation. Using unsafe electrical items or in any other way causing or increasing fire or health and safety risks will be treated by the University as a serious breach of this Agreement, which could give rise to its early termination.
- 7.1.14. Not to tamper with fire prevention or detection equipment or do or neglect to do anything which may be a fire risk or in any other way put the health and safety of others. Causing or increasing fire or health and safety risks will be treated as a serious breach of this Agreement, which could give rise to its early termination.
- 7.1.15. Not at any time to leave the Room unoccupied without locking the door and window or leave the Residence main entrance open or allow anyone to enter who is not a resident or a representative of condokeeper.
- 7.1.16. Not to smoke or use electronic cigarettes or to allow guests to smoke or use electronic cigarettes in any part of the Accommodation. Smoking in Accommodation will be treated as a serious breach of this Agreement and could give rise to early termination of this Agreement.
- 7.1.17. Not to store or consumer any illegal substances.
Breach of this Policy will be treated as a serious breach of this Agreement, and could give rise to early termination of this Agreement. The keeping or use of illegal substances in the Accommodation or anywhere on the University's premises will be reported to the Police.
- 7.1.18. Not to put anything harmful, or which is likely to cause or contribute to blockage, in any pipes or drains.
- 7.1.19. Not to remove from, affix to, change, damage or attempt to repair the structure or decorative finish of any part of the Accommodation or the Contents.
- 7.1.20. Not to bring additional furniture (including items such as heaters, fridges and cookers) into the Accommodation or to move supplied furniture and fixtures without prior permission. Students who

need to keep medication refrigerated may apply for written permission to keep a fridge in their Accommodation.

- 7.1.21. Not to use the Room for any purpose other than as a study bedroom and not to use other parts of the Residence for any purpose other than for their designated use.
- 7.1.22. Not to share the Room or sub-let it or transfer occupancy to any person. Breach of this clause will be treated as a serious breach of this Agreement which could lead to termination of this Agreement.
- 7.1.23. Not to allow any overnight visitors.
- 7.1.24. Not to cause any nuisance, offence, disruption, harassment, threatening behaviour or persistent disturbance to others. At all times Students must avoid creating noise at a level which interferes with the comfort, study or sleep of other residents or the occupiers of neighbouring property. The above behaviours at any time will be treated as a serious breach of these Terms which could lead to termination of this Agreement.
- 7.1.25. Not to add to or change the telephone services, the information technology services installation or supply in the Accommodation.
- 7.1.26. Not to bring into the Accommodation any animal (this includes mammals, fish, birds, insects and reptiles) unless it is an aid for a person with a disability. Students are requested to notify in advance if an assistance animal is needed at the Accommodation, as adjustments may need to be made to accommodate it.
- 7.1.27. Not to cause any obstruction of the Common Parts. Obstruction of fire escape routes will be treated as a serious breach of these terms and conditions and may lead to early termination of this Agreement.

8. CONDOKEEPER'S OBLIGATIONS

condokeeper agrees with the Student as follows:

- 8.1.1. To provide the Services in accordance with the provisions of this Agreement.
- 8.1.2. To use the incidentals deposit only as permitted by the provisions of this Agreement and to return the Deposit less any deductions made in accordance with the provisions of this Agreement within 28 days of the end of this Agreement.
- 8.1.3. Not to disclose personal information obtained from the Student.
- 8.1.4. Upon request by the Student to provide the Student with the following information before the end of the first week of the Licence Period:
 - (a) action to be taken in the event of an emergency, including emergency contact details, how to call an ambulance, where to get first aid, and how to report an accident or safety defect;
 - (b) health and safety advice such as how to avoid common fire risks; safe cooking; electrical safety and voltage differences;
 - (c) how to get access to the Accommodation in the event of the Student losing their keys;
 - (d) cleaning schedules and students' responsibilities for cleaning;
 - (e) the respective roles and responsibilities of the property manager and its resident students;
 - (f) health, welfare, and guidance on communal living;
 - (g) the management structure for the Residence and contact details of the main officers, with out-of-hours emergency contact details; and
- 8.1.5. To maintain the Contents are in good order and repair.
- 8.1.6. Upon request by the Student to ensure clear and appropriate instructions for use are given for any equipment which the Student needs to operate in the Accommodation.

9. AMENDMENTS

Any amendments requested by the client cannot be guaranteed by condokeeper and if there is not availability as per the amendment request, our standard cancellation policy applies.



In proceeding with this booking, I/we have read and accepted condokeeper's Terms and Conditions.

NAME: _____

SIGNATURE: _____

DATE : / / _____