

STUDENT BOOKING FORM AND STATEMENT

APPLICATION

1. Please ensure your application form is completed in full and is legible otherwise there may be delays in processing your application. (CAPITALS PLEASE)
2. If you have any queries about the completion of the form please call Student Living (Nottingham) Limited on 0115 985 9259.
3. If you wish to visit our student office we are situated in the accommodation office at 23-25 Market Street Nottingham, NG1 6HX
4. Applications will only normally be accepted from students who intend to be in full time education for the duration of their tenancy.

ACCOMMODATION AND RENT

1. In general the rent will not include gas, electric and water rates (unless stated on the tenancy agreement).
2. Deposit and Rent is payable in four installments as per Tenancy Agreement
3. Payments can be paid by bank transfer sort code **20-63-28** Account no **30093874** / by debit card by phoning the office.
4. An inventory will be issued and agreed at tenancy commencement. Students and their guarantors will be responsible for any charges incurring towards repairing damage, cleaning required at tenancy end or redecoration, removal of debris to the landlords property and the associated administration charges. The property will be assessed at tenancy end using the agreed inventory.

RETURN OF APPLICATION FORM

- * Please return any outstanding monies (Holding fee and supporting documents (additional tenants booking forms, guarantor form/deed and required guarantor identification) by all parties to the address below no later than TWO WEEKS after booking the property if this has not been completed we reserve the right to re-market the property without further notification and no refund of Holding fee will be given.

Date property reserved	
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Student Living (Nottingham) Limited
23-25 Market Street Nottingham
NG1 6HX

FOR OFFICE USE ONLY				
Fees Paid		Processed by		Date

STUDENT APPLICATION FORM

SUBJECT TO CONTRACT

Due to the confidential nature of the information given, we are unable to give an explanation if the application is not accepted. This reference will be subject to the terms of Grounds 17 of the Housing Act 1996.

Property applying for	
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STUDENT DETAILS

Title (mark with a cross)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr	Mrs	Miss	Ms	Other								
Student applicant's full name	Forename(s)						Surname					
Date of birth												
Mobile number												
Email address												
Current term-time address												
									Postcode			
Home/post-tenancy address												
									Postcode			

COURSE DETAILS

Full title of course												
Name of college/university												
What year of study will you be in during your time in the property?												
Enrolment number												
IMPORTANT University/college enrolment number: If you cannot prove to satisfy the council's criteria of a student in full time education (i.e. no enrolment number or student certificate) a council tax charge may be applied as a result.												

HOW DID YOU HEAR ABOUT OUR AGENCY? Please put a cross in only one box

<input type="checkbox"/>	Boards	<input type="checkbox"/>	Unipol	<input type="checkbox"/>	Friend	<input type="checkbox"/>	Internet search	<input type="checkbox"/>	Our website	<input type="checkbox"/>		
<input type="checkbox"/>	Rightmove	<input type="checkbox"/>	Booklet/list drop	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Company car/van	<input type="checkbox"/>	<input type="checkbox"/>	Other		
Are you paying your one weeks rent Holding Fee?									<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

If no, please give details of the relevant person paying it on your behalf below.

Title (mark with a cross)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Mr	Mrs	Miss	Ms	Other							
Full name	Forename(s)						Surname				
Address											
									Postcode		
Telephone number											
Relationship to tenant (e.g. Father, Mother)											

GUARANTOR DETAILS

As student tenants we require from you a UK based Guarantor, this person is usually a parent or guardian. This person will stand for you should you default on any of your tenant obligations.

Title (mark with a cross)	Mr		Mrs		Miss		Ms		Other		
Full name	Forename(s)						Surname				
Address											
									Postcode		
Guarantors email address											
Telephone number											
Relationship to guarantor (e.g. Father, Mother)											

HOLDING FEE

A one weeks rent for the Holding Fee (this will contribute towards to first month's rent on occupancy of the property) On receipt of an accurately completed Application Form and these fees the owner agrees to withdraw the specified property/room from the rental market subject to:

1. Completed and returned guarantor form. 2. Cleared funds.
 - a.) The owner agrees that, subject to your satisfying the normal selection procedures employed by Student Living (Nottingham) Limited, he will grant you an Assured Shorthold Tenancy.
 - b.) Student Living (Nottingham) Limited reserves the right to withdraw any application that does not satisfy the normal selection process employed by Student Living (Nottingham) Limited and the Holding Fee of the first weeks rent will be refunded to you without delay.
 - b.1) For any tenants that drop out of the tenancy it is their responsibility to find a suitable tenant which is accepted by all occupants of the property and the Landlord. We also reserve the right to keep any monies paid by the drop out tenant until the new suitable tenant application process has been completed and has signed the tenancy agreement however the holding fee is non-refundable to cover the administration cost.
 - c.) The owner agrees that provided the terms for such agreement is agreed between the parties and contracts completed by the commencement of tenancy he will allow you to take occupation without hindrance, subject only to the payment of the agreed first month rent, & any paperwork has been completed by ALL OCCUPANTS, before occupation takes place.
 - d.) You warrant that should you fail to take up the agreement and occupation of the specified property/room other than finding a new suitable tenant as described in point b1., you will forfeit any monies paid and are liable to pay the full academic years rent.

Please sign, date this application form and pay the remaining Holding fee (one month's rent) On receipt we shall immediately ensure that the property/room is withdrawn from the Lettings Market subject to the clauses referred to above.

I confirm that I have read and understood the above conditions, and agree to the forming the basis of an Agreement between us.

Students signature	
Date	
Print name	