



ACCOMMODATION REQUEST FORM

Please complete and return this form together with the required deposit to the College if you wish accommodation to be arranged for you. An incomplete form may not be processed.

Personal Details

Student's Name: (Surname in capital letters)	_____
Date of Birth: --/--/--	Student No: _____
Address:	_____ _____

Course Details

Course of study:	_____	
Academic session:	Start date: _____	Finish date: _____

Accommodation Details

No. of People	Room Type	Rent per week
1 Person	Single Room	£90.00
2 Persons	Twin Room*	£140.00

* Sharing rate only applies when two people are coming together and are sharing a room.

Accommodation Details

Date accommodation required from: _____	Date until required to: _____
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Terms and Conditions:

1. A non-returnable deposit of £50.00 is to be sent with this application form.
2. An initial refundable deposit of 2 weeks together with 1st month's rent in advance in total must be sent with this application form. Rent for the subsequent period of stay is directly payable to the manager/landlord of the accommodation.
3. The accommodation is reserved subject to availability. Completed form must be sent at least 7 days before date of arrival.
4. Accommodation is booked for a fixed period of four (4) weeks on a non-refundable basis.
5. No refunds are issued in any case including
6. of failure to notify the College or of cancellation.
7. Wherever you stay, there are local conditions and rules which you must become aware of and follow.
8. The accommodation is reserved in good faith and no responsibility is taken by the College for acts/defaults caused by third parties.
9. Prices are correct at time of printing and are subject to change without further notice.
10. Accommodation can only be reserved for those students who are fully enrolled on a course of study at this College.

Student's signature: _____ **Date:** _____