

Methodist Centenary Church
Student Residence – ‘St. Kevin’s’, South Hill
CONDITIONS OF OCCUPANCY 2017/18



1. PAYMENTS

The normal period of occupancy is one academic year, beginning on the 1st September for NINE (9) months.

Residents have a SINGLE room and contribute:

FOUR times the monthly rate of the room on or before the 1st October 2017 and FOUR times the monthly rate of the room on or before 28th January 2018

OR

EIGHT standing order payments of the monthly rate of the room on or before 1st October 2017

NB THE FIRST MONTH'S CONTRIBUTION i.e. SEPTEMBER, MUST BE PAID WITH YOUR SECURITY DEPOSIT

The cost structure of the rooms are as follows (*beginning with the smallest*):

ROOM 3	€385 p/m
ROOM 4 (for Lead Student)	As agreed by Student Residences Committee
ROOM 2	€430 p/m
ROOM 1	€440 p/m
ROOM 5	€445 p/m
ROOM 6	€440 p/m

Residents will be equally responsible for ALL bills incurred by their occupancy, which will include (but not limited to) Electricity, Central Heating, UPC (TV & Internet), TV License, Property Tax and Refuse Collection. Residents will be notified by the Treasurer of the amount(s) due.

Successful Applicants must pay a second deposit of €350 (in addition to the Application Deposit of €250). These become the ‘Security Deposit’ of €600. If the second deposit is not received within THREE (3) days of being offered a place, the applicant’s right to a place lapses. The ‘Security Deposit’ will be returned at the end of the occupancy provided there are no outstanding bills/charges. Cheques should be made payable to ‘Methodist Centenary Church’.

Residents are required to provide their own bed linen, duvet/balnkets, pillows, tea towels etc.

2. RESPONSIBILITY

From the moment you receive your keys until you surrender them, you are responsible for the cleanliness of your room. The Lead Student will organise rotas for the cleaning of the common areas. If you lose a key, please report the fact immediately to the Lead Student. This is important in the interest of safety and security. Residents are not permitted to take in paying guests under any circumstances.

3. NOTICE

If a resident relinquishes a room before the end of May, the €600 ‘Security Deposit’ will be forfeited without exception.

4. VISITORS

Occasional visitors are permitted, provided you obtain the agreement of ALL the other residents (particularly if it is an overnight guest).

5. SIGNING IN & OUT

If you are going to be absent from the residence overnight (or for a longer period), you should sign the ‘AWAY BOOK’ and inform the Lead Student. Incase of fire (or any other

- emergency), it is essential that the Lead Student knows who is in residence and who is absent.
6. **CENTRAL HEATING**
The Central Heating **MUST** be switched on **TWICE A DAY** (for at least **TWO** hours each time) in the **MORNING & EVENING** from the 1st December 2017 – 28th February 2018, even if you are away.
 7. **DEFECTS & DAMAGE**
ALL defects, damage or necessary repairs/replacements should be reported to the Lead Student who will report same to the Student Residences Committee. At the conclusion of your occupancy, the cost of any missing items or damage not due to fair wear and tear will be charged to you. **THE LIGHTING OF CANDLES IS STRICTLY FORBIDDEN & LAPTOPS SHOULD NOT BE LEFT OR USED ON A SOFT SURFACE.** When you are due to vacate the residence at the end of May, the house must be handed over to a representative of the Student Residences Committee, clean and tidy. If the house needs to be cleaned, the cost of same will be equally shared from the deposits of the departing residents.
 8. **COOKING FACILITIES**
There are adequate cooking facilities. You are required to clean and tidy the kitchen immediately after use. Nothing that could be used for cooking is permitted in bedrooms or common areas apart from the kitchen.
 9. **COURTESY TO OTHERS**
Residents are expected to show respect and courtesy to other residents, neighbours and members of the Student Residences Committee. In particular, residents should keep the outside areas neat and tidy, regularly cut grass and weed, hang no items from windows or advertise from inside or outside the property. Noise should be kept to a minimum, especially at night and radios, TV's etc should not be used at levels that would disturb others.
 10. **TOBACCO, ALCOHOL & ILLEGAL SUBSTANCES**
Tobacco or illegal Substances must not be brought into, consumed or sold in the residence or in any area of the grounds of the residence. If the Student Residences Committee have reason to believe (but cannot prove) that a resident is using/selling or has used/sold an illegal substance, taken alcohol to excess or in any other way causes a disturbance, it may take any action it sees fit, including asking the resident to permanently vacate the residence.
 11. **THEFT & INSURANCE**
Theft should be reported to the Lead Student ASAP. Insurance in 'St. Kevin's' **DOES NOT COVER THEFT OF PERSONAL ITEMS.** You are advised to arrange your own 'ALL RISKS' insurance on your belongings.
 12. **BICYCLES**
Bicycles may only be left in the area(s) designated by the Student Residences Committee.
 13. **TERMINATION**
The Student Residences Committee reserves the right to terminate any permission to stay, if it considers the conduct/attitude of a resident as unacceptable.

I have read and fully considered the above Conditions of Occupancy and agree to abide by them.

Signed _____ Date _____ 2017

Please retain a photocopy of this signed form for your information and records.