

# Link2 Student Living Occupancy Agreement



The agreement sets out the conditions by which you must abide by and your obligations while living at Link<sup>2</sup>:

(a) Credit Card details are required to be provided which allows Link2 to process any costs that may be incurred as listed in this agreement including;

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

Should the provided credit card be declined on any payment necessary the guest must make the payment in full by 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) All rental payments are made to Link2, by your school/ agent under the booking terms and conditions set by Link2 and provided to you by your agent prior to booking confirmation.

(d) Any adjustments to your stay must be arranged via your school/ agent.

(e) 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.

(f) You are provided with a swipe key and an additional 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.

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

(h) 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.

(i) 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.

(j) Link<sup>2</sup> rules are simple;

1. No smoking in any Link<sup>2</sup> houses.
2. You must clean the kitchen and wash all dishes after each use.
3. No visitors are permitted at any time into Link<sup>2</sup> houses. This includes any current Link2 tenant from other Link<sup>2</sup> 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 Link<sup>2</sup> houses or stick anything to Link<sup>2</sup> walls.
6. Bookings are non-transferrable. You are not permitted to rent your bed out to anyone at any time.
7. No candles or incense or oil burners are permitted in any Link<sup>2</sup> houses.
8. Antisocial behaviour to other guests or staff is not tolerated.

(k) The following Link<sup>2</sup> Terms and Conditions (T&C's), the terms under which your booking was made form part of this occupancy agreement.

1. All students are required to abide by the conditions set out in this Occupancy Agreement and Link2 Rules included in clause (j) of this agreement. A completed and signed copy of this agreement must be provided to link2 to confirm the booking.
2. Minimum length of booking for any premises is 14 days.
3. Bookings are not transferable.
4. Bookings can be cancelled without penalty if at least 28 days notice of cancellation is provided.
  - For cancellations 28-21 days prior to arrival a 2 week cancellation fee applies
  - For cancellations 20-14 days prior to arrival a 3 week cancellation fee applies
  - For cancellations less than 14 prior to the booked arrival date a 4 week cancellation fee
  - Bookings with arrival dates between the November 16 and January 14 will incur the above cancellation fees plus an additional 2-week cancellation surcharge
5. Students are required to provide credit card details as security, to recover any necessary charges in line with this Occupancy Agreement. There will be no charges to the card if the obligations of the occupancy agreement are met.
6. Any booking of less than 28 days will incur a one-off \$75 surcharge.
7. Not less than 4 weeks notice in writing is required to be given to Link<sup>2</sup> if a student wishes to leave the premises prior to their booked departure date. An Early Departure fee equal to 1 weeks' total rental will be charged when the guest chooses to move out prior to the booked departure date for early departures between January 15 and November 15. 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 for early departures between November 16 and January 14. This fee is collected along with the remaining rent upon submission of the revised departure date.
8. Arrival dates can be brought forward without penalty (subject to availability) provided the change is made at least 28 days before check in, otherwise the booking must be paid from the original confirmed date.
9. Link<sup>2</sup> will always attempt to accommodate Students wishing to extend their stay beyond their original booking, subject to availability. Link<sup>2</sup> does not guarantee any extensions will be available.
10. Arrival dates can be moved back without penalty for arrivals between January 15 and November 15 provided the change is made at least 28 days prior to arrival, otherwise the rent will be charged from the original booked date. For bookings with arrival dates between November 16 and January 14 rent will be charged from the original booked date when the student chooses to delay their arrival.
11. 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. Confirmed future bookings will be advised of any changes in rental rates at the time they occur.
12. Link2 management reserve the right to adjust room placement, without altering the room type, prior to arrival to maximise occupancy. Bed type will not be changed without the approval from the resident or managing agent. The exact placement of you room and bed location will be advised in the welcome email received 1 week prior to arrival.
13. Room changes that occur after arrival at the guest's request incur a \$100 fee to be paid prior to the move occurring.
14. Arriving flight details must be provided to Link2 7 days prior to arrival.
15. 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.
16. Check out time- All belongings must be out of the guest's bedroom and kitchen cupboard and refrigerator shelf cleaned by 8am- Guest must leave the premise by 9am
17. Residents must be aged 18 years and over.

(l) If you breach any clause of this agreement set, we may terminate your agreement with us. We may evict you immediately and charge 4 weeks rent in advance and process charges on the card provided to cover any damage to property or cleaning expenses required.

(0) By signing this agreement below you acknowledge that you understand and agree to all terms and conditions 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 SECURITY**

<b>Name of Resident</b>	
<b>Accepted T&amp;Cs</b>	YES
<b>Date of birth</b>	
<b>Card Type</b>	
<b>Name on card</b>	
<b>Card Number</b>	
<b>Expiry Date</b>	

#### **EMERGENCY CONTACT INFORMATION**

<b>Emergency Contact Name</b>	
<b>Relationship to resident</b>	
<b>Emergency contact phone (include international prefix)</b>	
<b>Emergency contact email</b>	

**Signature of Resident**

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