



UPPER COLLEGE HEIGHTS

"Near Campus" University Housing
704 McGill Road, Kamloops, BC V2C 6N7
Ph: (250) 372-0207 Fax: (250) 372-1207
Web: www.uppercollege.com E-mail: uch@uppercollege.com

Unit # _____

Move-In Date: _____

_____ Sent Confirmation + Check-In

STUDENT QUAD DORM APPLICATION/TENANCY AGREEMENT:

SECTION 1: SEMESTER APPLYING FOR: a) ___ SUMMER (May.4/2018*-Aug 11/2018*) b) ___ FALL/ WINTER (Aug.31/2018*-May 1/2019*)
c) ___ FALL ONLY (Aug 31/2018*-Dec.15/2018*) d) ___ WINTER (Jan 4/2019*-May 1/2019*)
e/f) ___ OTHER (_____ *)

* These dates hereby form part of the Terms of Agreement in SECTION 2.

APPLICATIONS WILL NOT BE ACCEPTED UNLESS ACCOMPANIED BY \$250.00 SECURITY DEPOSIT

REQUESTS: (UCH tries to accommodate all requests, but requests are NOT guaranteed.)

EARLY MOVE-IN* (SPECIFY DATE): _____ *Additional \$25.00/day, subject to availability only (Please confirm with UCH)
(Month/Day/Year) * Payable in advance & non-refundable.

BALCONY UNIT: _____ **OTHER REQUESTS:** _____

ROOMMATE REQUESTS: _____

NAME OF STUDENT: _____ **MALE** _____ **FEMALE** _____
(Family Name) (Given/First Name) (Nickname)

AGE: _____ **BIRTHDATE:** _____ **NATIONALITY:** _____ **LANGUAGE(S) SPOKEN:** _____
(Month/Day/Year)

E-MAIL: _____ **CELL PHONE:** _____ **HOME PHONE:** _____

HOME ADDRESS: _____

CITY _____ **PROV:** _____ **COUNTRY:** _____ **POSTAL CODE:** _____

YEAR IN UNIVERSITY: 1 ___ 2 ___ 3 ___ 4 ___ **OTHER** ___ **PROGRAM:** _____ **STUDENT ID:** _____

EMERGENCY CONTACT: NAME: _____ **PHONE:** _____ **LANGUAGE SPOKEN:** _____

RELATIONSHIP: _____ **ADDRESS:** _____
(Street number, Street name, City, Postal Code, Country)

How did you hear about UCH? High School _____ TRU _____ UCH Website _____ Referral _____ Other _____

SECTION 2: TERMS OF AGREEMENT:

BETWEEN the Landlord, Upper College Heights (UCH), and the Tenant (referred to as the 'Student ' - **Student to write name above**)

1. THIS TENANCY BEGINS ON THE FIRST DAY OF THE SEMESTER APPLIED FOR (SECTION 1), AND ENDS ON THE LAST DAY OF THE SEMESTER APPLIED FOR (SECTION 1), AT 12:00 P.M (NOON), UNLESS OTHERWISE ARRANGED. THE STUDENT MUST VACATE THEIR ROOM ON OR BEFORE THIS DATE. *LANDLORD INITIAL _____ *STUDENT INITIAL _____ (Students who want to stay for another semester must enter into a NEW tenancy agreement with Upper College Heights).

2. **DORM FEE/RENT PAYMENT DUE DATES:** (Fees include heat, hot water & electricity).

***Please contact the office if you need a student loan deferral payment plan.**

a. **FALL/WINTER COMBINED: DUE JULY 20/18.**

Early payment discount special **\$4300.00** if fees are paid on or before JULY 20/18. AFTER JULY 20/18: **\$4500.00.**

b. **FALL ONLY: DUE JULY 20/18.** Early payment discount special **\$2250.00** if fees paid on or before JULY 20/18. AFTER JULY 20/18: **\$2450.00.**

c. **WINTER ONLY: DUE NOVEMBER 23/18.**

Early payment discount special **\$2250.00** if fees paid on or before NOVEMBER 23/18. AFTER NOVEMBER 23/18: **\$2450.00.**

d. **SUMMER ONLY: \$1250.00 DUE APRIL 6/18.**

e. **OTHER: (OFFICE USE ONLY) TOTAL AMOUNT DUE:** _____ Payment schedule as follows:

1st payment amount: _____ DUE DATE: _____ 2nd payment amount: _____ DUE DATE: _____

3rd payment amount: _____ DUE DATE: _____ 4th payment amount: _____ DUE DATE: _____

f. **OTHER: (OFFICE USE ONLY) TOTAL AMOUNT DUE:** _____ Monthly Rent: _____ DUE on the 1st day of each month.

g. **Balcony Fees** (as specified in paragraph 9.a) are due upon arrival, and before the Student takes occupancy of unit.

h. **Reserved room may be cancelled if fees are not paid by the due dates.** If fees are accepted by UCH (at their discretion), a \$25.00 late charge will apply. Returned cheques or EFT payments are subject to a \$35.00 per item returned and a \$25 late charge.

3. **SECURITY DEPOSIT:**

a. The Student is required to pay a Security Deposit in the amount of **\$250.00**, which is due with this completed Application/Tenancy Agreement.

b. If the Student does not do an In-Coming Inspection Report, or an Out-Going Inspection Report with Upper College Heights, then the Security Deposit is forfeited. If the Student does not show up and fails to do an In-Coming Inspection Report, then the Security Deposit is forfeited.

c. A \$65.00 minimum fee will be deducted from your Security Deposit in order to shampoo the carpets and thoroughly sanitize the quad.

d. Should there be any damage to your bedroom or common area, the cost to repair the damages will also be deducted from your Security Deposit.

4. CANCELLATIONS:

- a. If the Student cancels this agreement for any reason, the Student agrees to pay UCH **\$250.00*** as liquidated damages (*which is a pre-estimate of costs incurred by UCH to re-rent your room. This amount will be deducted from either the Security Deposit paid, OR if applicable, any Dorm Fee Return.
- b. For a refund of Dorm Fees paid, cancellations **MUST BE RECEIVED IN WRITING** by the following dates: Summer by April 20/18, Fall/Winter by July 27/18, Fall **ONLY** by July 27/18, Winter **ONLY** (this cancellation date does NOT apply to Fall/Winter combined) by November 30/18.
- c. If the Student cancels this agreement **AFTER** the cancellation dates as specified in paragraph 4.b., **NO** Dorm Fees will be refunded unless the Student's room is re-rented, in which case the Dorm Fee/Rent refund will be pro-rated.

5. BEDROOMS:

- a. Includes a twin sized bed, mattress pad, night stand, dresser, desk & chair, and window blinds. These items are the property of Upper College Heights and must remain in the unit. Missing items will be replaced by Upper College Heights, and the costs incurred will be invoiced to the Student.
- b. All terms identified in paragraph 6b, 6e, 6f, and 6g regarding cleaning and damages apply to the bedrooms as well.
- c. Occupancy is limited to one person per bedroom. *NO OVERNIGHT GUESTS. *NO VISITORS AFTER 11:00 P.M.

6. COMMON AREAS: (Kitchen & Bathrooms)

- a. Included in common area: fridge, stove with oven, microwave, microwave plate cover, 2 cutting mats, dish rack with drain mat, mop, bucket, broom, dustpan, garbage bag holder, toilet plunger, shower curtain, fire extinguisher, and 4 stools. These items are the property of Upper College Heights and must remain in the unit. Missing items will be replaced by Upper College Heights, and the costs incurred will be equally invoiced to the students living in the quad.
- b. Students are required to maintain & clean the common areas to a reasonable health, cleanliness, and sanitary standard throughout the tenancy.
- c. Upper College Heights does periodic Dorm Inspections to check for cleanliness and damages.
- d. Common areas that do not meet reasonable health, cleanliness and sanitary standards will be cleaned by Upper College Heights' staff at a rate of \$25.00/hour, and the costs incurred will be equally invoiced to all students living in the quad.
- e. Students are required to pay for damages that are caused by the actions or neglect of the Student or a person permitted on the property by the Student. The cost to repair the damage will be equally split between all students living in the quad, unless one student accepts responsibility for the damage. If the damages are found during a regular Dorm Inspection, then the students will be invoiced immediately for the repairs. If the damages are found during the Out-Going Inspection, then the cost to repair the damages will be deducted from the Security Deposit.
- f. Recycling: Students are required to participate in the mandatory recycling program as set out in Upper College Heights' Rules and Regulations. Students found not recycling will be invoiced at a rate of \$25.00/hour to have UCH staff sort and remove recycling to the recycle bins. *STUDENT INITIAL _____.
- g. Students are required to notify Upper College Heights of any repairs required immediately. Failure to do so will result in students being invoiced for any additional costs incurred by Upper College Heights for the repair.

7. NO SMOKING ALLOWED – If caught smoking, the Student agrees to pay UCH **\$500.00*** as liquidated damages (*which is a pre-estimate of damages suffered by UCH to repair and de-odorize your bedroom/and or common areas, and could include washing walls, re-painting walls & ceilings, shampooing carpets, replacing carpets, shampooing the bed, replacing the bed, cleaning blinds). The Student acknowledges that this is not a penalty. The Student further acknowledges that they may also be evicted. *STUDENT INITIAL _____.

8. NO PETS ALLOWED – if caught with pets on Upper College Heights' property, the Student agrees to pay UCH \$250.00* as liquidated damages (*which is a pre-estimate of damages suffered by UCH to repair and de-odorize your room, and could include shampooing &/or replacing carpets, shampooing, and/or replacing the bed). The Student acknowledges that this is not a penalty. The Student further acknowledges that they may also be evicted.

9. ADDITIONAL FEES:

- a. BALCONY ROOMS: **\$400.00** for Fall/Winter Semester combined. **\$200.00** for Fall Only, Winter Only, or Summer Semesters.
- b. PARKING: Passes are available for **\$100.00** per semester.
- c. KEYS: **\$10.00**/key to replace if lost.
- d. OPERATION OF A MINI FRIDGE (Electricity): **\$25.00** per semester.
- e. TELEPHONE, INTERNET & CABLE: Hook-up & applicable monthly fees are the responsibility of the Student.
- f. EARLY MOVE-IN FEES (Subject to availability only): **\$25.00/day** (non-refundable), payable IN ADVANCE.
- g. LATE CHARGE(S): A **\$25.00** late charge will apply to all invoices for cleaning and/or damages not paid within 2 weeks from the date on the invoice.

10. Room placements will be given upon check-in. Please note: as this is shared accommodation, UCH reserves the right to relocate students at their discretion.

STUDENTS:

-I am aware that this is student shared housing and that I will be renting one bedroom in a 4 bedroom quad & that I will be sharing common kitchen & bathroom facilities with 3 other students. ***NO OVERNIGHT GUESTS. *NO VISITORS AFTER 11:00 P.M.**

-I agree to the terms of this Agreement.

-I agree to follow the Rules and Regulations of Upper College Heights Student Housing.

ACCEPTED BY: _____ **DATE:** _____
(STUDENT SIGNATURE) Month/Day/Year

(LANDLORD SIGNATURE) **DATE:** _____
Month/Day/Year

OFFICE USE ONLY:

SECURITY DEPOSIT RECEIVED: Amount \$ _____ **Date:** _____ **Method of Pymt:** _____ **Bank Fee:** _____

DORM FEES RECEIVED:

Amount \$ _____ Date: _____ For: _____ Method of Pymt:: _____

Bank Fee: _____ Receipt # _____ Receipt # _____ S/D

Amount \$ _____ Date: _____ For: _____ Method of Pymt:: _____

Bank Fee: _____ Receipt # _____