

Accommodation Booking

Tenant		Guarantor (if different from tenant)	
<input type="checkbox"/> male	<input type="checkbox"/> female	<input type="checkbox"/> male	<input type="checkbox"/> female
Given name		Given name	
Surname		Surname	
Date of birth		Date of birth	
Place of birth		Place of birth	
Country of birth		Country of birth	
Nationality		Nationality	
Address: Street		Address: Street	
Address: Postcode		Address: Postcode	
Address: City		Address: City	
Address: Country		Address: Country	
E-Mail		E-Mail	
Phone number		Phone number	
WhatsApp number		WhatsApp number	
Passport number		Passport number	
Types of accommodation			
<input type="checkbox"/> Single Room, Big (850 € / month; Special Price* 6 months 750€ / month)			
<input type="checkbox"/> Single Room Small (800€ / month; Special Price* 6 months 705€ / month)			
<input type="checkbox"/> Double Room (685€ / month; Special Price* 6 months 600€ / month)			
<input type="checkbox"/> Ladies Apartment: Single Room, Big (850 € / month; Special Price* 6 months 750€ / month)			
<input type="checkbox"/> Ladies Apartment: Single Room Small (800€ / month; Special Price* 6 months 705€ / month)			
<small>*The Special Price only applies to full payment of a booking of at least 6 months in advance.</small>			
<input type="checkbox"/> Bedding (optional – 50€ for pillow, blanket, bed sheet)			
When do you want to move in?			
(month, year)			
How many months do you want to stay there?		Months	

☐ **Declaration of consent:** I agree that I and GRB Gemeinnütziges Rheinisches Bildungszentrum GmbH will, in the event of cancellation of the accommodation contract concluded with GRB Gemeinnütziges Rheinisches Bildungszentrum GmbH, respect the accommodation rules and there will be no demands retrospectively about a rent reduction or refund. My personal data provided at the conclusion of the accommodation contract, i.e. my name, address and date of birth, as well as other information on this contract can be passed to the partnership RRE Investment GmbH only for the purpose of the accommodation.

Date, Place _____

By signing this form, I confirm my booking and I accept the following terms and conditions for the accommodation.

Signature tenant

Signature guarantor (if different from tenant)

Terms and Conditions for the Accommodation

§1 Agreement/Contract Conclusion

Below you can find the regulations for rebooking and cancellation. After booking an accommodation, you agree to occupy the selected room for the selected time period. You will need to pay a one-off placement fee of 59€ the rental deposit of 500€ and the key deposit of 200€ in advance. If, despite this agreement, there are changes to the booking period, move-in date or cancellation, the following provisions apply:

§2 Premature departure

In principle, payment cannot be refunded once you have moved in. This means that you will not be refunded any rental fees if you move out prematurely. Should you nevertheless wish to move out prematurely, please notify the house management or the administration of Studienkolleg Düsseldorf.

§3 Rebooking:

If a rebooking of the accommodation is desired, this should be communicated in writing via email to verwaltung@stk-duesseldorf.de at least 2 months in advance, so that the accommodation can be reserved in time. **Important: Rebooking is only possible if the desired apartment is still available and has not been reserved. There is no entitlement to automatic reservation.**

§4 Deposit:

The deposit will be returned to you in full at the end of the lease, provided that the apartment is in the same condition at the time you leave as it was when you moved in. An appointment to check this should be made with the house management. If any defects or damages are found during the inspection, you will be charged for them, and the amount will be deducted from the deposit.

§5 Rebooking:

Bookings of accommodations that are rebooked **timely* at least two months** before the move-in date, can be postponed free of charge once. Any further rebooking is subject to a rebooking fee of 200 €.

A rebooking of the accommodation that is done **at the latest one month and timely*** (according to our terms) before the move-in date can only be made by paying a rebooking fee of 200 €.

In case of a period of **less than one month (timely*)** before the move-in date, the postponement of the move-in date is no longer possible.

After the move-in date, accommodation rebooking is not possible.

§6 Cancellation:

If the cancellation of the booking is made **timely* at least two months** before the move-in date, it is possible for a processing fee of 59€.

Cancellation of the booking **at the latest one month and timely*** (according to our terms) can only be made against the amount of one month's rent plus a processing fee of 59 €.

In case of a period of **less than one month (timely*)** before the move-in date, the cancellation of the booking is no longer possible.

After the move-in date the accommodation cancellation is not possible.

§7 Special Case: Visa Rejection:

If you booked an accommodation and receive a visa rejection, you can cancel or change your booking **timely* at least one month** before the move-in date for a processing fee of 59€. An official visa rejection must be submitted.

(before) move-in date	rebooking	cancellation
More than two months	Free of charge (onetime)	Against processing fee of 59 €
Between one and two months	Against rebooking fee of 200€	Against the amount of one month's rent + processing fee of 59 €.
Less than one month	Not possible	Not possible
After moving in	Not possible	Not possible
Visa rejection and more than a month	Free of charge (onetime)	Against processing fee of 59 €
Visa rejection and less than a month	Not possible	Not possible

timely* = to withdraw from the contract timely, you have to write an e-mail until the latest working day of the month to the Studienkolleg Düsseldorf. At the date of the withdrawal, it'll count from the first working day of the next month.