



STAY | STUDY | WORK | PLAY

Accommodation Contract – EazyCity London

RENT

- Rent must always be paid in advance or on the due date by cash, credit card or bank transfer.
- Late rent will incur penalties as follows: £5 per day up to 3 days and £10 per day thereafter.
- All clients are required to provide a debit/credit card at the time of check-in for security.
- EazyCity reserves the right to charge your debit/credit card for the total amount of rent if rent is more than 48 hours overdue.
- For security reasons rent will NOT be collected at the property. Rental payments can be made online / via bank transfer or in cash at the office.
- Rent payments are non-refundable.
- EazyCity reserves the right to increase the rental rates with 28 days' notice.
- Rent is charged on a weekly basis. If there are less than 7 nights at the end of a client's stay, these nights will be charged at an individual rate of £25 per night (shared/double) and £35 per night (single).
- All clients at week 5 in their rental with EazyCity London are required to pay an extension fee of £25. This fee comes into effect every 4 weeks thereafter until the end of your stay with EazyCity London. This must be paid in advance and cannot be deducted from your security deposit.

SECURITY DEPOSIT

- A security deposit of £200 (or £100 if you have booked with a partner agent) is required on arrival which will be returned to you at the end of your stay, after the check-out (less a £39 check out fee which covers administration and laundry) provided that 14 days' notice of departure has been given and that the accommodation is in a satisfactory condition.
- The security deposit will be refunded either by cash with an attended check out (we charge £15 for the attended check out), by bank transfer (the bank will charge you £15) or by credit card (this refund is FREE). *From 1st January 2015 all individual clients will be required to pay their security deposit by credit card. All deposits for individual clients will be refunded only by Credit Card / Bank Transfer.*

- Please note refunds via bank transfer / credit card are processed once per week by the EazyCity Accounts Dept. Please be advised that it can take up to 14 days from the date of check out to receive your deposit.

ACCOMMODATION STAY

- A 2-week minimum stay is required in all EazyCity accommodation.
- The maximum stay in EazyCity accommodation is 12 weeks. All tenants must provide a check out date on arrival. If you wish to stay longer than 12 weeks, this should be discussed with EazyCity management at least 14 days prior to the end of the 12-week period. Any extension in stay (max. further 8 weeks) is treated as a new booking and is subject to a booking fee and new booking procedure. Please note that a request for extension in stay is also subject to availability at the time of request and is not guaranteed.

CONTRACT EXTENSION FEE

- All clients at week 4 in their rental with EazyCity London are required to pay an extension fee of £25. This fee comes into effect every 5 weeks thereafter until the end of your stay with EazyCity London. This must be paid in advance and cannot be deducted from your security deposit.

NOTICE PERIOD AND CHECK-OUT

- 14 days' notice is the minimum requirement before departure. Failure to give fourteen days' notice may result in the loss of the tenant's deposit.
- Attended check-outs – Clients can receive their deposit by pre-agreed payment method at an attended check out. These can be carried out between the hours of 09.00-14.00 Mon-Sun at a cost of £15. A member of EazyCity London team will come to your house/apartment to check your room and to take your keys and bed linen. Your deposit will only be refunded to you provided that the room and common areas are clean and in good order.
- Self-check-outs – Clients can request a self-check-out at no additional charge. These can take place up to 12 noon daily and must be agreed in advance by the EazyCity London office. The room will be checked within 24/48 hours of your departure and your deposit will be refunded to you via credit card refund or bank transfer within 7 working days. On signing of this contract, you agree to the EazyCity London team member checking your room and to their final decision regarding its condition and thus, the deposit refund. Your deposit will be refunded provided that the room and common areas are in a satisfactory condition.

HOUSE RULES

GENERAL

- No parties are allowed in EazyCity London properties and noise must be kept to a minimum after 10pm at night out of respect to other tenants and neighbours.
- Guests are welcome but are not allowed to stay overnight. Permission must be sought in advance from EazyCity London management. If you wish to invite a

guest (only if you occupy a SINGLE ROOM) the rate per night will be £30. The maximum stay allowed for guests is 5 nights.

- EazyCity London operates a strict no-smoking policy in all of its properties. Any tenant caught smoking in an EazyCity London property will incur a £50 fine. Any further breaches of this rule could result in possible eviction with the loss of the security deposit. EazyCity reserves the right to charge any fines/penalties for breach of contract directly to your debit/credit card.
- Tenants are not permitted to move to another bedroom in the accommodation without first seeking permission from EazyCity London. All rooms are allocated by EazyCity London management.
- It is forbidden to hang clothes from the windows/terraces, to hang/stick anything to the internal/external walls of the property.
- Food and drink supplies cannot be stored in your bedroom.
- No pets are allowed in EazyCity London accommodation.
- Keys are the responsibility of the tenants. The replacement of any keys lost/stolen/broken shall be at the cost of the tenant. If you lose your keys please report immediately to the EazyCity London office.
- Illegal drugs are not permitted to be kept or consumed on the premises.
- Aggression and/or violence towards other tenants or members of the EazyCity London team will not be tolerated and may result in immediate eviction with the loss of security deposit.

SAFETY

- Ensure all personal electrical items such as laptops, phones, hairdryers or straighteners are unplugged after use or not left plugged in overnight or when you leave your room or house. This in the interest of health and safety for you and your fellow tenants.
- EazyCity London is not responsible for any damage or loss of items from the tenants' personal belongings.
- All tenants are advised to have laptop insurance.
- EazyCity London cannot be held liable for any personal injury to any tenant or tenant's guests in an EazyCity London property.
- Tenants must keep entrance doors properly locked at all times. Property security is the responsibility of all tenants so please respect your housemates and the house safety rules.
- Tenants are to ensure house keys (bedroom and front door) are safe at all times. If your bedroom door or front door locks on closure please ensure you check that you have keys before leaving your room or house. If a tenant loses a key and a member of staff needs to attend, the following Call Out Fee will apply: 18:00 until 22:00 £60 After 10pm £130.

CLEANING MAINTENANCE

- It is the responsibility of each tenant to keep the house clean. House cleaning rotas are organised by bedroom number (please see posters in each property). All tenants are required to follow these rotas in order to keep the house clean. The common areas (kitchen, living room, bathrooms, etc.) must be kept clean at all times. Tenants who do not maintain the cleanliness of the property will be given one written or verbal warning. After this the tenant will be asked to leave the property with the loss of their deposit.
- You are obliged to allow EazyCity London team members or a hired technician access to your room during day time hours to fix maintenance issues. In most cases 24 hours' notice will be given. In the case of an emergency as much advance notice as is possible will be issued to tenants

UTILITIES

- EazyCity London operates a Green Policy in all properties so we ask that all tenants think of the environment! Tenants must not leave heating on constantly or waste energy. Tenants will be responsible for any overuse of electricity/gas resulting in excessive bills. The bills (up to a certain limit which is indicated in the house rules posted in each property) will be included in your rent. Any bills over this amount will be deemed excessive and will incur a surcharge on your rent to cover these extra costs.
- Waste collection is included in your rent. However, it is the responsibility of all tenants to ensure the waste is separated correctly for recycling / refuse. Tenants have to ensure that the bins are put out to the collection point the night before the collection day each week. The bins must then be returned to their storage area the same day as the collection. All rubbish is to be placed inside the bin; waste outside the bin will not be collected and may draw vermin. Tenants may be fined £20 each for allowing rubbish to build up in the vicinity of the property which would result in a City Council fine to EazyCity London. Please refer to the collection information in your property.

CONTACT

EazyCity London can be reached on our mobile number 0044 741 25 06 566 at evenings and weekends in the case of emergency only. If unanswered please leave a voice message or send a text message and we will return your call as soon as possible. Please make all other requests/comments by e-mail london@eazycity.com Web -> <http://london.eazycity.com>

In the interest of the comfort of all of our clients EazyCity London team members are entitled at any time to verify that the house rules are being respected.

Any failure in respect of the above may result in a warning or possible immediate eviction from the accommodation and total loss of the deposit.

Thank you!

EazyCity Management
www.eazycity.com