



**STUDENTS  
WELCOMES YOU**

## APPLICATION AND LEASE SCHEDULE





## APPLICATION AND LEASE SCHEDULE

This application and lease schedule should be read in conjunction with the terms and conditions of the lease agreement together with all supporting Annexures.

Once Citiq Students have received the following, you will be notified of your place being secured:

### 1) Certified Personal Documentation:

#### 1.1) **CASH PAYING STUDENTS ONLY:**

- ✓ Identity Document (Lessee i.e. The Student)
- ✓ Identity Document of Student's Surety (The Student's Parent/Guardian/Sponsor)
- ✓ Proof of Residential Address (Student and Surety)
- ✓ Latest Payslip (Surety)
- ✓ 3 Month's Bank Statement (Surety)
- ✓ Proof of Banking Details (Surety)

#### 1.2) **SPONSORED STUDENTS (NSFAS, EDULOAN, ETC.) ONLY:**

- ✓ Identity Document (Lessee i.e. The Student)
- ✓ Identity Document of Student's Parent/Guardian/Sponsor
- ✓ Proof of Address (Student)
- ✓ Confirmation Letter of Finance Being Granted from Sponsor (NSFAS, Etc.)
- ✓ Financial Statements from Educational Institution (University).
- ✓ Registration Letter from Educational Institution

### 2) Proof of Payment for:

- ✓ Deposit Amount



- ✓ Rental Amount
- ✓ Lease Fees
- ✓ Key Deposits

**3) Completed and signed lease agreement including all supporting terms, conditions and annexures.**

This application will represent a binding lease agreement (including all supporting terms, conditions, and annexures) between Citiq Students, the Lessee (The Student) and the Surety.

**IMPORTANT NOTICE:**

The signatories hereto acknowledge and understand that the lease will exist for a fixed term period as indicated in this agreement and cancellation of the lease agreement prior to the end date is not permitted.

By signing and agreeing to the lease agreement, the Parent/Guardian/Sponsor acknowledges that rental amounts are due in advance of every calendar month and agrees to pay such amount by the due date which is the 1<sup>st</sup> day of every month. Failure to comply with the above will result in payment penalties being incurred.

In addition to the above, the signatories hereby confirm that they have inspected the room/unit and declare the accommodation acceptable and are fully acquainted with and accept all facilities offered in its current condition.



## 1. STUDENT DETAILS

Student Surname:		Nationality (if not SA):	
Student First Name:		Identity Number:	
Home Address			

Province:		Home Tel No.:	
Cell Phone Number:			
Email Address:		Year of Study:	
Academic Institution:		Student Number:	
Field of Study:			

How did you hear about the Citiq Student Residences?

### Letting Commission Details:

Agent's Full Name	
Agent's Contact Number	
Agent's Email Address	

## 2. PAYMENT RESPONSIBILITY

Person/s responsible for payment (Surety) of accommodation fees (note that you the student/parent/guardian/sponsor are jointly and severally responsible for any unpaid fees).

Please mark with an X the applicable description below: You are a

Cash student	
NSFAS student (proof of NSFAS bursary required)	
Bursary student (proof of financial aid required i.e. financial aid letter)	
OTHER (Specify): _____	

### Details of Parent/Guardian/Sponsor:

Name of Parent/Guardian/Sponsor	
Address:	
Contact Telephone:	

### 3. APARTMENT DETAILS

**Type of Apartment  
Required**  
(E.g. Single, 2 Sharing, 3  
Sharing) Please state:  
**Residence Name:**

**Apartment No:**

	<b>Bed No.:</b>

### 4. RENTAL PERIOD

Lease Start Date:

Period in Months:


Lease End  
Date:

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(Subject to the 2022 Academic Year as  
communicated by the Academic Institutions)

### 5.1 RENTAL

Monthly Rental Amount:

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Electricity &  
Water  
Allocation:

R 150 (Elect.) &  
R 50 (Water)

### 5.2 RECOVERIES

Monthly Amount:

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Recovery  
description

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### 6.1 DEPOSIT DETAIL

Deposit amount

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Date  
Received:

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### 6.2 REGISTRATION FEE

Registration Fee:

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Date Received:

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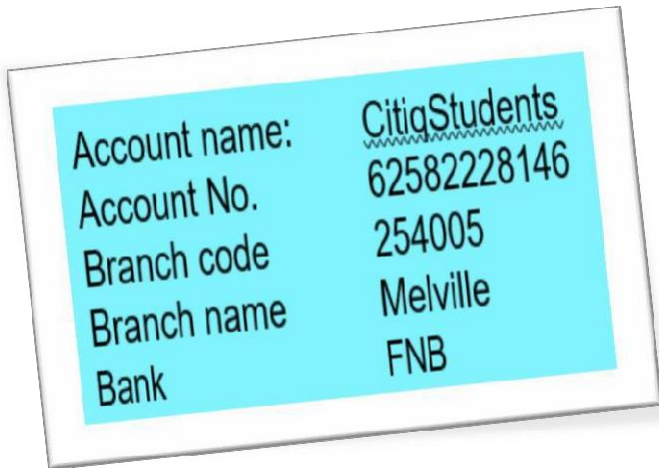
### 6.3 KEY DEPOSIT

Deposit Fee:

Date Received:



## CITIQ STUDENTS – BANKING DETAILS



### 7. DEBIT ORDER AUTHORITY

We recommend signature and acceptance of a debit order authority for rental payments to minimise bank charges – please complete the last page of this application.

Debit Orders will also ensure that your account/s are conveniently paid timeously, hence you will avoid being charged penalties for late payments.

By my signature hereto, I agree to be bound by Citiq Students Terms and Conditions.

\_\_\_\_\_  
Signature of Lessee/Student

\_\_\_\_\_  
Signature



## LEASE AGREEMENT

### TERMS AND CONDITIONS OF LEASE AGREEMENT

#### 1. DEFINITIONS

In this lease agreement:

- 1.1 **“Annexures”** refer to the House Rules and the Debit Order Authority.
- 1.2 **“Apartment”** refers to the room **described** in the Lease Schedule, which room is situated in the Apartment Block. The Apartment refers to a room of single, 2-sharing or 3-sharing, as selected in the Lease Schedule.
- 1.3 **“Apartment Block”** means the apartment building described in the Lease Schedule wherein the room is situated.
- 1.4 **“Deposit Amount”** means the security deposit amount stated in the Lease Schedule.
- 1.5 **“Lease”** means the Lease Agreement and all Annexures to this Agreement.
- 1.6 **“Lease End Date”** means the expiry date stated in the Lease Schedule, alternatively the date on which the termination of the Lease Agreement takes effect, as the case may be.
- 1.7 **“Lease Start Date”** means the commencement date specified in the Lease Schedule.
- 1.8 **“Lease Agreement”** means the document labeled *“lease agreement”* (this document) read in conjunction with the Application and Lease Schedule, as well as the Annexures as defined above
- 1.9 **“Lessee”** refers to the **student** occupying the apartment.
- 1.10 **“Lessor”** means Citiq Students (Pty) Ltd registration number **2012/098850/07** domiciled at Birch House, 06 Mellis Road, Rivonia.
- 1.11 **“Premises”** means the Apartment and the Apartment Block, as described in the Lease Schedule, together with the property on which the Apartment Block is situated.
- 1.12 **“Room”** refers to the apartment described in the Lease Schedule.
- 1.13 **“Student”** refers to a person whose name and details appear in the Lease Schedule under ‘Lessee’/‘Student’.
- 1.14 **“Surety”** refers to the person/sponsor responsible for making payment on behalf of the Lessee. The surety will be the Lessee’s parent/guardian/sponsor where the surety carries all the Lessee’s obligations in terms of the Lease Agreement upon themselves.
- 1.15 **“Monthly Rental”** refers to the highest prevailing rate for accommodation that is provided via NSFAS and approved by the academic institution that the Lessee currently studies with





or will study with. For purposes of clarity a WITS Student will be charged at the rates approved by Wits for its NSFAS Students

## **2 RECITAL**

- 2.1 The Lessee warrants that he/she is enrolled and registered as a full-time student at an Institution of Higher Learning in The Republic of South Africa.
- 2.2 Citiq Students is the owner, Lessor AND/OR agent of the Apartment and all its contents therein.
- 2.3 The Lessee submitted an application to hire the Apartment from the Lessor, which application has been approved by the Lessor, and is incorporated into this agreement as per the Application and Lease Schedule.
- 2.4 The Lessee acknowledges that the Apartment comprises temporary accommodation, intended only to provide accommodation to the Lessee during his/her studies at an Institution of Higher Learning in the Republic of South Africa for the period contemplated in the Lease Schedule.

The Lessee therefore acknowledges his/her permanent home(s) to be:

a).....  
.....  
.....  
.....  
.....

b).....  
.....  
.....  
.....  
.....

- 2.5 Further to 2.4 above, the Lessee acknowledges that the subsistence of the Lease Agreement is contingent upon the Lessee's continued enrollment and registration as a full-time student at an Institution of Higher Learning in the Republic of South Africa. Should such enrollment and registration terminate for any reason whatsoever, the Lease Agreement will terminate automatically, as contemplated in clause 13 below.

### **IT IS THEREFORE AGREED AS FOLLOWS:**

## **3 LETTING AND HIRING, DURATION AND RENTAL**

- 3.1 The Lessor hereby lets, and the Lessee hereby hires, the Apartment for the period stipulated in the Lease Schedule.



#### 4 PAYMENT

- 4.1 The monthly rental amount payable by the Lessee to the Lessor will be the amount stipulated at Item 5.1 in the Application and Lease Schedule.
- 4.2 It is the Lessee's responsibility to use the correct reference number when making payment. Where no reference is used and/or is incorrectly stated, the payment will remain unallocated and will be deemed to be unpaid unless proven otherwise by the Lessee.
- 4.3 The rental will be payable in advance, on the first day of each and every month without any deduction for any reason whatsoever, directly into the Lessor's bank account (banking details stated in Lease Schedule) using the payment method selected in the Application and Lease Schedule. Failure to make timeous payments by the Lessee, shall result in additional charges being incurred by the Lessee and in a breach of contract.
- 4.4 Should the Lessee fail to pay the rental on the first day of the month he/she will be liable for interest on the rental amount at a rate equal to 5% (Five Percent) above the prime interest rate per annum charged by First National Bank from time to time, calculated from the date when the rental amount was due until the rental is paid.
- 4.5 The Lessee acknowledges that the Lessor has subscribed to a collection system and that the Lessee may be required to sign a debit order authority consenting the Lessor to debit the Lessee's bank account on the first of every month for the rental amount due. Should the Lessor be unable to debit the relevant bank account whatever the reason, on the first day of the month, the Lessee hereby permits the Lessor to submit a debit order for processing on any day thereafter. Any bank penalties charged to the Lessee due to insufficient funds being available will be for the Lessee's expense.
- 4.6 Should the Lessee make any cash payments against the rental amount due, the Lessee shall be obliged to pay a cash deposit fee as charged by the Lessor's bankers from time to time. The Lessee is advised to use a DEBIT ORDER or an ELECTRONIC FUNDS TRANSFER (EFT) to avoid additional bank charges being incurred by the Lessee.
- 4.7 If the Lessee is a bursary/sponsored student and the Lessor has proof that the sponsor i.e. NSFAS, Edu Loan or similar institutions, or any other bursary/sponsoring organisation approved by the Lessor will be making payment of all or part of the rental amount on behalf of the Lessee, the Lessee, by signing this Agreement acknowledges, agrees and understands that it is the Lessee's sole responsibility to ensure that the rental amount due is paid by such institution timeously as well as upon request by the Lessor. Where the Lessee is required to swipe their payment cards in order to effect payment to the Lessor, the Lessee is obliged to do so as to ensure such rental amount and/or other required amounts are indeed paid timeously.
- 4.8 Should the Lessee qualify for financial assistance in the form of a bursary from NSFAS, Edu loan, or any other financial assistance provided to the Lessee that does not cover the full rental amount payable under this agreement, the Lessee is responsible to pay to the Lessor, any and all amounts not paid for and/or which are outstanding on the part of such sponsor making payment on behalf of the Lessee. Any failure on the part of the Lessee in doing so will amount to a breach of the Lease Agreement and will lead to payment penalties being levied against the Lessee.



- 4.9 Notwithstanding the Lessee qualifying for any financial assistance from its sponsor/s, NSFAS, Edu loan or similar institutions, or any other organisation approved by the Lessor whom will be making payment on behalf of the Lessee, the Lessee remains liable for all amounts due in terms of this agreement.
- 4.10 Where written confirmation of overall financial assistance approval has been granted to and received by the Lessee, the Lessee must provide such written confirmation immediately to the Lessor as received from the sponsor, NSFAS, Edu loan, or similar institutions, or any other institution approved by the Lessor that makes payment on behalf of the Lessee, of the exact value of the financial assistance granted to the Lessee as well as all related terms and conditions which may affect the Lessor. The Lessee will not be allowed to occupy the premises prior to this written confirmation being received by the Lessor. It is the Lessee's sole obligation to obtain such written confirmation of financial approval from their sponsors.
- 4.11 The Lessor shall be entitled to cancel this agreement by notice given by it to the Lessee, should the Lessee not be able to provide the confirmation referred to in Clause 4.10 above within two weeks, unless the Lessee makes payment of the rental amount owed or shortfall in financial assistance granted against amounts payable under this agreement. In the event of such cancellation, the Lessee undertakes to vacate the premises immediately.
- 4.12 The Lessee will be liable to cover all increases, arising for any reason of purpose whatsoever, as charged by the government of the Republic of South Africa, municipalities, local authorities, the South African Revenue Services in respect of tax increases, and the like regardless of whether notice is given by the Lessor to the Lessee or not. The Lessor has no control over such increased charges. All disputes regarding such increases should be taken up with the relevant party who has introduced and instated such increase. The Lessee must make payment of such increases and any failure to do so will amount to a breach of this Lease Agreement and may result in its cancellation.

## **5 SECURITY DEPOSIT**

- 5.1 The Lessee warrants that he/she has made payment of the refundable deposit amount as stipulated at Item 6.1 in the Application and Lease Schedule, upon receipt of confirmation from the Lessor that the Lessee's Application for Student Accommodation has been approved.
- 5.2 The Lessor will hold such deposit as mentioned in Clause 5.1 above as a security deposit until such time as the Lessee has vacated the Premises and the Lessee has discharged all of his/her obligations to the Lessor in terms of this Lease Agreement.
- 5.3 The deposit will be refunded to the Lessee/Sponsor within 21 (twenty-one) days from the Lease End Date, provided that the Lessee has discharged all of his/her obligations to the Lessor.
- 5.4 The Lessor will be entitled to apply the whole or a portion of the security deposit towards payment of any due and outstanding rental amounts, key replacements, remote control replacements, repairs, damages and the like, or towards the fulfillment



of any other of the Lessee's liabilities in terms of this Lease Agreement.

- 5.5 Should the Lessor be obliged to apply any portion of the deposit at any time during the course of the Lease Agreement, except for the month in which the Lease Agreement comes to an end, the Lessee will immediately reinstate the deposit to its original amount.
- 5.6 The Lessee will not be entitled to set off any rent or other amounts payable to the Lessor against the deposit.
- 5.7 Should the Lessee refuse to attend and/or fail to set up and arrange a joint departure inspection with the Lessor, the Lessor will inspect the premises and deduct the cost of damages from the deposit amount. The Lessee waives any right to dispute such deduction due to his/her failure to arrange a joint inspection.

## **6 SHARING OF A ROOM**

- 6.1 The Lessee acknowledges, understands and accepts that he/she is required to share the Apartment/Room with other students during the term of this Lease Agreement, unless the Lessee elects to stay in a single room, i.e. a non-sharing room.
- 6.2 The Lessee further acknowledges, understands and accepts that the Lessor may request the Lessee to relocate to another Apartment/Room during the term of this Lease Agreement where the Lessee's fellow student lessee/s vacate/s the Apartment/Room and/or where a sharing student lessee from another unit vacates their premises for any reason whatsoever as well as when maintenance will be required to the Premises. The Lessee may not refuse such relocation. This is to ensure that there are always a minimum of two students in each unit and that maintenance can occur to ensure full enjoyment of the Premises.

## **7 USE OF PREMISES**

- 7.1 The Apartment/Room will be used for residential purposes only and may not be used for any other purpose whatsoever.
- 7.2 The Lessee shall not cause or allow any disorderly conduct of any nature upon the Premises, nor do or allow to be done any matter or thing about the Premises which shall constitute any undue nuisance or any inconvenience to neighbours or any other person or persons. The House Rules form an integral part of this Lease Agreement and shall be adhered to by the Lessee at all times. Failure to follow and adhere to the House Rules will constitute a material breach of this Lease Agreement, and may result in its cancellation.

## **8 SUB-LETTING**

- 8.1 Only the Lessee (and fellow student lessee/s where a sharing room is concerned) may occupy the Apartment/Room throughout the duration of the Lease Agreement.
- 8.2 The Lessee shall not sub-let the Apartment/Room, or any portion thereof, nor will



the Lessee cause, permit or allow any other person/s to reside at the Premises, whether subject to remuneration or not. In this regard, the Lessee is also referred to the portions of the House Rules pertaining to the permissible entertainment of visitors at the Premises. Failure to comply herewith will constitute a material breach of this Lease Agreement and may result in its cancellation.

## **9 CESSION AND ASSIGNMENT**

- 9.1 The Lessee will not delegate, cede or assign his/her rights or obligations as contemplated in this Lease Agreement, or any portion thereof, to any other person/s and/or parties. Failure to comply herewith will constitute a material breach of the Lease Agreement and may result in its cancellation.

## **10 HOUSE RULES**

- 10.1 The Lessor has imposed House Rules, pertaining amongst other things to the occupation of the Apartments/Rooms within the Apartment Block, and the general conduct required of student lessees. The House Rules are intended to ensure that the Premises remains a secure, safe, clean and pleasant environment, as well as to ensure the well-being and enjoyment of all occupants accommodated on the premises. The terms and contents contained in the Handbook: House Rules & Regulations form part of this Lease Agreement and are hereby to the extent necessary and explicitly incorporated herein.
- 10.2 By signing this Lease Agreement, the Lessee agrees to be bound by the House Rules relating to the Premises and agrees that he/she, as well as his/her guest/s, will at all times abide by the House Rules as set out by the Lessor in the Handbook: House Rules & Regulations.
- 10.3 The Lessee acknowledges his/her obligation to familiarise himself/herself with the terms and contents of the Handbook: House Rules & Regulations. The Lessee acknowledges that he/she has been issued with a copy of the Handbook: House Rules & Regulation, and that a copy thereof is readily available for his/her perusal at any time.
- 10.4 Failure to comply with the House Rules will constitute a breach of this Lease Agreement and may result in the cancellation of the Lease Agreement (with immediate effect in circumstances).
- 10.5 Should the Lessor cancel this Lease Agreement due to the Lessee's breach of the House Rules, the Lessee will forfeit any rental paid for the month as well as his/her deposit.

## **11 LESSEE'S OBLIGATIONS**

- 11.1 The Lessee will ensure that he/she, as well as his/her visitors, comply by the contents of the Handbook: House Rules & Regulations at all times. Such compliance, including compliance with any obligations not specified hereunder, constitutes a material



obligation in terms of this Lease Agreement.

- 11.2 The Lessee will maintain the interior of the Apartment/Room, including but not limited to all windows, doors, accessories, electrical appliances, fixtures, fittings, light bulbs, etc. in a good condition. Should the Lessee fail to maintain the Apartment/Room in good order as it was received by the Lessee, the Lessor will be entitled without prejudice to any of its other rights or remedies to effect the necessary maintenance, repairs and/or replacements and to recover all cost and related costs thereof from the Lessee on demand as it deems fit.
- 11.3 On termination of this Lease Agreement, the Lessee will return the Apartment/Room and all parts thereof (including all keys) to the Lessor in good order and condition, fair wear and tear excepted.
- 11.4 The Lessee will not be entitled to drive nails or screws into the walls, ceilings, and/or any other part of the Apartment/Room. All corrective works will be charged against the Lessee.
- 11.5 The Lessee will not make any alteration/s, improvement/s and/or addition/s to the Apartment/Room or to any installation therein without the Lessor's written consent. Where the Lessor does consent to any alteration/s, improvement/s and/or addition/s being made to the Apartment/Room, such alteration/s, improvement/s and/or addition/s will belong solely to the Lessor. The Lessee will not be entitled to remove such modifications from the Apartment/Room. The Lessee will not under any circumstances have any claim whatsoever against the Lessor for compensation of any alteration/s, improvement/s and/or addition/s or have a right of retention in respect of any.
- 11.6 The Lessee agrees not to bring any goods, furniture, items and the like into the premises which may by their nature increase the rate of insurance premiums payable by the Lessor or vitiate any insurance cover held by the Lessor, or which may be infested by any wood borer, termite, or any other wood destroying insect of any kind.
- 11.7 The Lessee may not, without prior written consent of the Lessor, keep any safe or heavy object on the Premises.
- 11.8 The Lessee may not leave any refuse items, documents, furniture, waste or any other object in the passages/common areas of the Apartment Block and should place all refuse in appropriate containers, so that it may be removed from the Premises in the correct manner.
- 11.9 The Lessee's personal possessions will not be insured by the Lessor, and every Lessee is obliged to take out personal content insurance cover should they wish to be covered for theft, loss and the like of personal possessions. Under no circumstances whatsoever, will the Lessor be liable to make good or replace lost or stolen items.
- 11.10 The Lessee undertakes not to interfere in any manner whatsoever with the current electrical installations in the Apartment/Room and/or anywhere in the Premises without the Lessor's written consent. The Lessee will under no circumstances connect electric lamp/s, motor/s, heater/s and the like that are not specifically designed for use for the electric current supplied to the Apartment/Room.
- 11.11 Within 3 (three) days after having taken possession of the Apartment/Room, the Lessee will notify the Lessor in writing of any repairs and/or replacement/s that require attention in the Apartment/Room or if any part thereof, including any missing, damaged or out of order lock, key, door, window, accessory, fixture or fitting, etc.



Where no such written notice is received by the Lessor within the stipulated time period, the Lessor will be entitled to accept, and the Lessee hereby declares, that the Apartment/Room, and all parts thereof, were intact, in place, and in good order and condition when the Lessee took possession of the Apartment/Room.

- 11.12 The Lessee undertakes not to breach any of the terms, conditions or restrictions, laws, ordinances, proclamations, by-laws, and the like of the local, provincial or national authority having authority over the area in which the Premises is situated, or any of the terms and conditions of the title deed of the property, as well as any insurance restriction/s which may increase the premium or affect the insurance cover in any negative manner whatsoever of the premises.
- 11.13 Any and/or all damages that may occur in the Apartment/Room and/or Apartment Block (including common areas), as a result of the Lessee/s negligence, action, etc. the person/s responsible will be liable for damages, breakages and the like accordingly, and if such person/s is/are not identified, the total cost of damages thereof will be apportioned to the total number of Lessees residing in that specific Apartment/Room or Floor Level (for common area damages). Where such damages occur in a single room apartment (1 x occupant), the single occupant will be liable for such damages.
- 11.14 It is specifically recorded that the Lessee shall in no way interfere or incite any other occupant, visitor, lessee of the property to cause any disruptions to the business operations of the property, including but not limited to the interference with access to the property by the contractors, subcontractors, staff, vandalism, unprotected or illegal strikes. The breach of this clause shall be considered a material breach of the agreement.
- 11.15 Neither Lessee shall threaten any form of disruption and/or act of violence toward management and/or staff of the property.

## **12 LESSOR'S OBLIGATIONS**

- 12.1 The Lessor will be responsible for the maintenance of the Premises except for those parts of the Apartment Block which are the responsibility of Lessee/s or local authorities. The Lessor's obligations in this respect will include the maintenance and repair of the Apartment Block's structure, all systems, works, and installations contained therein, the roofs, exterior walls, lifts, landscaping, and all other parts of the common areas within the Premises, excluding the Lessee's portion as stated above.
- 12.2 The Lessor will be responsible for all access control, physical security, and everything required or desirable for security purposes regarding the safety, integrity and well-being of the Premises and its occupants.

## **13 BREACH & CANCELLATION**

- 13.1 In the event of the Lessee failing to make payment of any due, payable and/or outstanding rental amount as contemplated in this Lease Agreement, as well as failing to make payment as per any additional agreements agreed to with the written permission to do so by the Lessor, then and in either event the Lessor may, but it shall





not be obliged to make written demand for payment of arrear rental amounts of the due rental amount/s within 20 (twenty) business days.

- 13.2 Interest shall be payable on any overdue rental amounts at the maximum interest permitted by law, calculated from the date on which payment is due, up to and including the date of actual payment, compounded annually.
- 13.3 In the event of the Lessee committing any other breach of the Lease Agreement, the Lessor may but shall not be obliged to make written demand that the Lessee remedy the breach within 20 (twenty) business days of receipt of such demand.
- 13.4 Should the Lessee fail to make payment, or remedy his/her breach, within 20 (twenty) business days as demanded by the Lessor in terms of Clause 13.1 or 13.2 above, the Lessor may, but shall not be obliged to, cancel the agreement and to take appropriate steps to take possession of the Apartment/Room and any goods therein, without prejudice to any right of action which the Lessor may have against the Lessee in respect of arrear rentals and/or damages.
- 13.5 Should the Lessor accept a late payment, or in any way overlook the Lessee's failure to discharge his/her obligations arising of the Lease Agreement, the Lessor shall not be regarded as having waived any if its rights in terms of the Lease Agreement. The Lessee's attention is further drawn to Clause 26, which confirms that the Lease Agreement is not capable of variation, except where such variation is reduced to writing and signed by both parties: as such, acceptance of late payment, or any other relaxation or indulgence granted by the Lessor in favour of the Lessee, shall not be construed a variation of this Lease Agreement.
- 13.6 Should the lease agreement be cancelled for any reason, the Lessee shall vacate the premises immediately and the Lessor may withhold the refunding of the deposit to cover costs, including the loss of rental for the period of lease not fulfilled.
- 13.7 The Lessor shall not be obliged to refund any monies or deposit/s held, to the Lessee until such time as it becomes clear that the Lessee no longer owes any amounts to the Lessor under this agreement.
- 13.8 In the event of the Lessor cancelling this agreement in accordance with its rights hereunder and in the event of the Lessee disputing such right to cancel and remain in occupation of the premises, the Lessee shall, pending settlement of such dispute either by negotiation or by litigation or by determination of the tribunal, continue to pay an amount equivalent to the rental amount/s stated for in this agreement in advances as herein before provided and shall continue to pay on or before the due date any other amounts for which he/she is responsible hereunder. The Lessor shall be entitled to accept such payments and the acceptance thereof shall be without prejudice to and shall not in any way whatsoever affect the Lessor's claim for cancellation.
- 13.9 Should the dispute/s be determined in favour of the Lessor, payment/s made and received in terms of clause 13.8 above, shall be deemed to be amounts paid by the Lessee on account of damages suffered by the Lessor by reason of the cancellation of the agreement and/or the unlawful holding over by the Lessee, but without prejudice to any other claim which the Lessor may have against the Lessee for damages or otherwise. Should the dispute, however be determined in favour of the Lessee,



payments made and received by the Lessor in terms of Clause 13.8 shall be on account of the rent payable by the Lessee in terms of this agreement.

- 13.10 The Application Form and Lease Schedule for Student Accommodation and all representations and obligations contained herein forms part of this agreement. The Lessee warrants that the information provided by him/her and/or by his parent/guardian/sponsor contained in the application forms and within this Lease Agreement (where applicable) are true and correct. Where the Lessor at any stage discovers that the information is indeed false, the Lessor will be entitled to cancel this agreement and the Lessee will be obliged to vacate the premises immediately. Should the lease be cancelled in these circumstances, the Lessee will forfeit the deposit amount and will have no claims against the Lessor for the month's rental as may have already been paid for and/or any other reason whatsoever.
- 13.11 Notwithstanding anything to the contrary contained herein and notwithstanding any receipt given for rental or deposit paid, should the Lessor be unable to give the Lessee occupation of the agreed premises within 7 (seven) days of the start date as per the Application and Lease Schedule, for any reason whatsoever, the Lessee shall have no claims for damages or other right of action against the Lessor as a result thereof, and undertakes to accept occupation from whatever date the premises is/are available subject to a *pro rata* refund for the period of non-occupation.

#### **14 NO FAULT CANCELLATION OF LEASE AGREEMENT**

- 14.1 The lease is for a fixed term period without variation unless agreed to in writing by the Lessor. The Lessee may cancel the agreement on a 30 (thirty) calendar days written notice to the Lessor.
- 14.2 Clause 14.1 will not be construed as excluding the ordinary lawful consequences of a breach of this agreement by either party (save any such consequences as are expressly excluded by any of the other provisions of this agreement) and in particular any right of cancellation of this lease on the ground of a material breach going to the root of this agreement.

#### **15 TERMINATION**

- 15.1 The Lessee agrees that should he/she at any stage during the duration of this agreement terminate his/her studies and not be enrolled and registered as a full time student at an Institution of Higher Learning for a period in excess of 30 days, this agreement will terminate automatically and with immediate effect, and the Lessee will be obliged to vacate his/her apartment immediately.
- 15.2 The Lessee agrees that the Lease Agreement starts on the Lease Start Date and terminates on the Lease End Date as indicated in the Application and Lease Schedule. Should the Lessee at any stage during the duration of this Agreement wish to terminate this Agreement, the Lessee is required to provide the Lessor within 30 calendar days written notification of the said termination and will be liable for



payment of a cancellation fee which will ordinarily equal to one month's rent.

## **16 WAIVER OR RIGHTS**

- 16.1 If the Lessor for any reason whatsoever grants an indulgence, extension or relaxation of, or fails or neglects to enforce, a term or condition of the Lease Agreement, it shall in no way be deemed to amount to a waiver of the Lessor's rights in terms of the Lease Agreement. Further, such relaxation, or failure to enforce such term or condition shall not affect the validity of the Lease Agreement or the right of the Lessor to institute legal proceedings for the enforcement of that term or condition.
- 16.2 Further to Clause 16.1 above, any acceptance of rent after the date of payment, either once or on multiple occasions, shall not oblige the Lessor to exercise any of its rights, nor preclude it from doing so, if it should not receive subsequent payments on or before the due date for payment.
- 16.3 Any further receipt by the Lessor of rent or any other payment shall in no way prejudice the Lessor, nor shall it be deemed to be a retraction, dissolution or surrendering of any cancellation which was valid or had been obtained prior to the receipt of such amounts.

## **17 LEGAL PROCEEDINGS**

- 17.1 Should the Lessor consult with and/or instruct its attorneys with regard to any breach of this agreement by the Lessee, the Lessee will be liable for all fees, related costs as well as disbursements of the said attorneys as between attorney and own-client whether or not steps for relief are initiated.

## **18 ACCESS – LESSOR**

- 18.1 The Lessor, its representatives, employees, agents, servants, contractors, affiliates, etc. are entitled at all reasonable times enter the Apartment/s/Room/s and the Apartment Block in order to inspect, and to carry out any necessary repairs, replacements, and/or other works, and/or to perform any other lawful function in the *bona fide* interests of the Lessor, the Lessee, other occupants, and the like, of the Apartment Block.
- 18.2 The Lessor will ensure that this right is exercised with due regard for, and minimum interference with, the beneficial enjoyment of the Lessee and fellow occupants of the Apartment Block.



## **19 DESTRUCTION**

- 19.1 Should the Apartment Block in which the Apartment/Room is situated be destroyed by fire or through any other cause during the period of this Agreement and become untenable, then this agreement will be terminated. Should only the Apartment/Room be damaged or partially destroyed by fire or through any other cause while some portions of the Apartment Block remain tenable, then this Lease Agreement will not be terminated and the Lessee will continue to pay the rent which is due and payable. In addition to the above, the Lessee agrees to be relocated into any Apartment/Room that is tenable at the sole decision of the Lessor.

## **20 ACCESS AND SECURITY**

- 20.1 The Lessor will be entitled to install access control/s, security measures and the like to the Apartment/Room and/or Apartment Block in its sole discretion and as it sees fit. The Lessee, all occupants of the premises, visitors and the like are obliged to comply with any procedures and/or rules relating to access control and overall security measures implemented by the Lessor.

## **21 KEYS AND RELATED**

- 21.1 All keys shall be handed over to the Lessee prior to commencement of this lease, a full set of the keys to the Apartment/Room and/or Apartment Block (where necessary) and the Lessee undertakes that upon termination of this Lease Agreement he/she shall return such keys to the Lessor.
- 21.2 In the event of the Lessee misplacing the keys or any part thereof, new keys will be provided by the Lessor, at the Lessee's expense. On vacating, should the Lessee fail to return the keys and/or any part thereof as was received by the Lessee from the Lessor, the Lessor will be entitled to force open the unit and/or replace misplaced/lost keys, new locks as required as well as any other damage due to the keys not being returned timeously at the Lessee's expense.

## **22 INDEMNITY**

- 22.1 The Lessee will have no claim for any reason against the Lessor howsoever, whatsoever and whensoever arising as a result of negligence, gross negligence and the like on the part of the Lessor and/or its directors, employees, representatives, agents, servants, contractors, invitees, affiliates, etc.



- 22.2 Neither the Lessor nor its directors, employees, representatives, agents, servants, contractors, invitees, affiliates etc. will be liable for any damages, whether direct or indirect damages, injury, theft, negligence and/or loss of life caused to the Lessee, its dependents, properties, invitees, etc. for any reason whatsoever.

**23 PARENT/S OR GUARDIAN/S OR SPONSOR/S TO SIGN AS SURETY AND CO-PRINCIPAL DEBTOR**

- 23.1 The Surety by his/her signature hereby binds himself/herself/itself jointly and severally as Surety and Co-principal debtor with the Lessee for all of the Lessee's obligations arising out of this Lease Agreement.

**24 DEPARTURE FROM RESIDENCE**

- 24.1 The Lessee hereby agrees that should he/she remain in occupation after termination, cancellation or expiry of this Lease Agreement, the Lessee shall be liable to pay an amount in lieu of rental at the standard rate applied by the Lessor for accommodation at the Apartment Block for each month or part thereof that the Lessee remains in occupation. Should an increase be effected by the Lessor, the Lessee will be liable to pay such increased rates as instructed by the Lessor.
- 24.2 Final Departure forms must be completed and keys returned before 15:00 pm on the day of departure from the residence as instructed by the Lessor. The Apartment/Room will only be deemed vacated once the keys and Final Departure forms have been received by the Lessor. No Lessee is permitted to vacate the unit unless an exit inspection has been conducted by the Lessor.
- 24.3 The Lessee agrees that it is his/her own responsibility to remove all his/her property from the Premises on cancellation, termination or expiry of the Lease Agreement. The Lessee will have no claim against the Lessor for any property, good/s and/or items left behind or abandoned at the Premises.

**25 SEVERABILITY**

- 25.1 If any provision of this Lease Agreement is determined to be void or unenforceable ("*the offending provision*"), the other terms and provisions of this Lease Agreement will remain in full force and effect as if this Lease Agreement had been executed without the offending provision appearing herein.



## **26 ENTIRE AGREEMENT AND NON-VARIATION**

- 26.1 This Lease Agreement contains all the terms and conditions of the agreement entered into by the Lessor and the Lessee/Surety and they acknowledge and agree that any representations, warranties, undertakings or promises whatsoever which may have been made by them other than those contained herein will not be binding or enforceable against either party.
- 26.2 No variation of this Lease Agreement shall be of force and effect unless reduced to writing and signed by both parties.

## **27 GENERAL**

- 27.1 Should the monthly electricity and/or water allocation be depleted (R 250,00 allowance for Electricity and Water Consumption), you will be obliged to purchase your own electricity and/or water voucher for any further amount/s required. We cannot guarantee hot water at all times, however we will strive to ensure that all interruptions are kept to a minimum.
- 27.2 The Lessee will be liable for any damage/s caused by him/her, as well as an admin fee of R 500,00.
- 27.3 During holiday period/s (e.g. June/July period), closure of the educational institutions, breaks between semesters and the like or where the Lessor deems necessary, the Lessee will be required to vacate the apartment. Failure to vacate over this period will result in a breach of the lease agreement. Arrangements may be permitted subject to written approval by the Lessor.

## **28 DOMICILIUM**

- 28.1 The parties select as their *domicilia citandi et executandi* (their address for legal notices) the addresses mentioned below, but such address of either party may be changed by written notice from such party to the other party with effect from the date of receipt or deemed receipt by the latter of such notice. accommodation is due to the overbooking and the Lessor shall forthwith refund any deposit it may have received from the Lessee.

## **29 OVERBOOKINGS**

- 29.1 The parties acknowledge that in the event that the Lessor cannot provide accommodation to the Lessee due to an overbooking, this lease agreement shall automatically terminate.
- 29.2 The parties further agree that the aforesaid provision shall only be effective upon the Lessor delivering a written notice to the Lessee indicating the reason it cannot provide the accommodation is due to the overbooking and the Lessor shall forthwith refund any deposit



it may have received from the Lessee.

### **30. STORAGE FEES**

30.1 Subject to the House Rules relating to Storage, no Lessee(s) shall be charged any storage fees, provided that the Lessee(s) account is not in arrears and that the Lessee(s) has signed the Lessor's indemnity form.

### **31. REPAIRS AND MAINTENANCE**

31.1 The Lessee(s) consents to a quarterly inspection of the leased room, during the inspection if any damage is detected and maintenance and repair is required, the Lessee(s) shall be liable for the costs associated therein and shall pay such costs upon demand, regardless if Lessee(s) receives financial assistance the Lessee(s) will remain personally liable for said damages and costs associated therein.

### **32. PROTECTION OF PERSONAL INFORMATION (POPI)**

32.1 The Lessor shall collect and store personal information in respect of the Lessee, for the purposes of this Lease.

32.2 The personal information will be used and shared in accordance with the Lessor's group privacy policy available at its Head Office

CITIQ STUDENTS (PTY) LTD:

Correspondence to be directed to the Lessor which for the purposes of this agreement will be Citiq Students (Pty) Ltd , whose contact details are as follows:

Citiq Students (Pty) Ltd





Birch House, 06 Mellis Road, Rivonia

Tel: 011 712 0000 Email: [helpdesk@citiq.co.za](mailto:helpdesk@citiq.co.za)

LESSEE:

The Residence that the student will be occupying as selected in the Application and Lease Schedule

**I have read, understood and I agree to the Terms and Conditions listed above**



**CITIQ STUDENTS:**

Correspondence to be directed to the Lessor which for the purposes of this agreement will be Citiq Students (Pty) Ltd , whose contact details are as follows:

Citiq Students (Pty) Ltd

Birch House, 06 Mellis Road, Rivonia

Tel: 011 712 0000 Fax: 0866 529 232 Email: [info@citiqstudents.co.za](mailto:info@citiqstudents.co.za)

**LESSEE:**

The Residence that the student will be occupying as selected in the Application and Lease Schedule

THUS DONE AND SIGNED by the LESSEE at.....the.....day of ..... 20....

WITNESS:

.....

NAME IN PRINT & SIGN

.....

NAME IN PRINT & SIGN - LESSEE

THUS DONE AND SIGNED by the Lessor at.....the.....day .....20....

WITNESS:

.....

NAME IN PRINT & SIGN

.....

NAME IN PRINT & SIGN - LESSEE



## AUTHORITY AND MANDATE IN RESPECT OF DEBIT ORDER INSTRUCTION

**Given by:** \_\_\_\_\_ (Name of Account Holder)

**Address:** \_\_\_\_\_  
\_\_\_\_\_

**To:** Citiq Students (Pty) Ltd. Reg: 2012/098850/07

**ADDRESS:** Birch House, 06 Mellis Road, Rivonia

Dear Sir/Madam,

### LEASE AGREEMENT BETWEEN CITIQ STUDENTS AND ACCOUNT HOLDER

The details of my nominated bank account are as follows:

**BANK:** \_\_\_\_\_

**BRANCH** \_\_\_\_\_ **NAME:** \_\_\_\_\_

**ACCOUNT** \_\_\_\_\_ **NUMBER:** \_\_\_\_\_

**TYPE OF ACCOUNT:** \_\_\_\_\_

I/We hereby instruct and authorise you to draw against my/our account with the abovementioned bank (or any other bank or branch to which I/We may transfer my/our account) the amount necessary for payment of the monthly installment due in respect of the above-mentioned agreement on the last day of each and every month (unless otherwise specified) commencing on.....and continuing until termination of our agreement or until cancelled by me in writing. If there are insufficient funds in the nominated account to meet the obligation, you are entitled to track my account and re-present the instruction for payment as soon as sufficient funds are available in my account. All such withdrawals from my/our bank account by you shall be treated as though they had been signed by me/us personally.

I/We understand that the withdrawals hereby authorised will be processed through a computerised system provided by the South African Banks and I also understand that details of each withdrawal will be printed on my bank statement or an accompanying voucher. I/We agree to pay any bank charges relating to this debit order instruction.

This authority may be cancelled by me/us giving you 30 (thirty) days' notice in writing, sent by prepaid registered post, but I/We understand that I/We shall not be entitled to any refund of amounts which you have withdrawn while this authority is/was in force, if such amounts were legally owing to you. Receipt of this instruction by you shall be regarded as receipt thereof my/our bank (whichever it is).

**Signed at** \_\_\_\_\_ **on this** \_\_\_\_\_ **day of** \_\_\_\_\_ **20** \_\_\_\_\_

\_\_\_\_\_  
Signature as used for operating on the account



## **SURETYSHIP**

I/We, the undersigned

.....  
(Full name and surname) (Full name and surname)

.....  
(Identity number) (Identity number)

.....  
(Address)

.....  
(Address)

("The Surety/Sureties")

do hereby bind myself/ourselves as surety/sureties for and Co-Principal Debtor jointly and severally with

.....  
(full name of Lessee/Student) ("the Debtor")

and each other to and in favour of **Citiq Students (PTY) LTD** ("the Creditor")

for the due performance by the Debtor/Lessee of all its obligations to the Owner/Lessor arising from any cause whatsoever and whether presently due, owing and payable or becoming due, owing and payable in the future.

This suretyship is given as a continuing covering suretyship.

I/We the surety/sureties waive and renounce:

1. Any right to claim an accounting from the Owner/Lessor before making payment;
2. Any benefits which the surety as surety is entitled to in law, without detracting from the generality of the foregoing including the benefits of:
  - 2.1 Session of action; and
  - 2.2 Being sued together.
3. The surety/sureties acknowledge that they know and understand the meaning and full force and effect of such benefits.



Signed by:

.....  
in his/her capacity as surety

Signature (Surety 1): .....Date : .....

Signed by

.....  
in his/her capacity as surety

Signature (Surety 2) .....Date : .....