



www.varsity-lodge.co.za

**BOOKING FORM - 2023****ANNEXURE A****Tenant (Parent/Guardian/Bursary)**

Bursary Students : Please note we require a letter from your Bursary confirming that they will pay for your accommodation at TUT Varsity Lodge and when payments will be made. The Tenant / Occupant stays responsible for the account until the Bursary pays or if the Bursary does not pay.

Name and Surname			
Email Address			
Cell Phone No		Work Number	
ID Number			
Date of Birth		Passport (Non RSA)	
Address			

Occupant (Student)				Room Allocation					
Gender	M	F	Academic Year	1st	2nd	3rd	4th	5th	6th
Course Studying					Educational Institution				
Name and Surname									
ID Number					Passport No. (Non RSA)				
Date of Birth									
Email Address									
Cell Phone No					Other Number				
Student Number					Car Reg Number				

**RESIDENCE AND SERVICE FEE**

Non-refundable Admin Fee	R200.00	
Agreement Period		
<b>TYPE OF STUDENT</b>	<b>Private</b>	<b>NSFAS</b>
<b>Monthly Rental</b>		
Breakage Deposit - New [1]		
Breakage Deposit Top Up - Existing [1]		
Residence and Service Agreement Fee New[1] ALL SITES except RVL & RMVL (Deducted from February 2023 rental) [RVL & RMVL] Deducted from January 2023 rental)		
Bookings Fee Existing [1] (Payable by 30 November 2022 and deducted from February 2023 rental) [1] ALL SITES except RVL & RMVL (Deducted from February 2023 rental) [RVL & RMVL] Deducted from January 2023 rental)		
<b>TOTAL PAYABLE (When signing agreement)</b>		
<b>OPTION SELECTED</b>	Sign	Sign

**STORAGE FEE FOR DECEMBER 2022 & JANUARY 2023 (not applicable to RVL and RMVL)**

Storage fee per month [Not applicable to RVL and RMVL]	R500.00	
<b>PAYMENT OPTIONS</b>		
	<b>ONCE OFF PAYMENT</b>	<b>MONTHLY PAYMENT</b>
Discount	2,5%	Not Applicable
Payment Date	15 January 2023	1 <sup>st</sup> of the month
Amount payable		
<b>OPTION SELECTED</b>	Sign	Sign

**MARKET RESEARCH**

Where did you hear about us?

FLYERS		FACEBOOK		INTERNET	
WEBSITE		WORD OF MOUTH		OTHER	

<b>BOOKING FORM - 2023</b>					
<b>PAYMENTS (EFT ONLY)</b>					
Please obtain an initial payment summary from the Property Manager who will give you the correct reference number (Room number and Surname) and the amount payable to secure your room. Please note if you do not pay the correct amount or do not use the correct reference number we cannot confirm your booking and your room might be given to another student					
<b>BANKING DETAILS - [7] (EFT ONLY)</b>					
ACCOUNT NAME :		BANK :		ACCOUNT TYPE :	
ACCOUNT NO :		BRANCH CODE :			
Email proof of payment to -			REFERENCE NO		
<b>Documents required with RESIDENCE AND SERVICE Agreement before Occupation.</b>					
1) Copy of ID of Parent/Guardian - (Passport Non RSA)		4) Student Card of Student/Occupant			
2) 3 Months Bank Statement/Letter of Parent/Guardian		5) Copy of ID of Occupant/Student - (Passport Non RSA)			
3) TPN Consent Clause (signed with this bookings form)		6) Proof of payments		7) Completed Booking form	
<b>CREDIT CHECK CONSENT CLAUSE</b>					
The tenant hereby consents to, and authorises the landlord or agent to, contact, request and obtain information from any credit provider (or potential credit provider) or registered credit bureau relevant to an assessment of the behaviour, profile, payment patterns, indebtedness, whereabouts, and creditworthiness of the tenant;					
<b>Please take note:</b> Varsity Lodges are affiliated to TPN Credit Bureau, a registered credit bureau, all account payment profiles, patterns and behavior is recorded monthly with the credit bureau for the purposes as per the National Credit Act.					
Occupant/Student Signature				Tenant/Parent/Guardian Signature	
<b>SIGNATURES</b>					
Accepted and Signed at _____ on the _____ day of _____ 20_____					
Tenant/Parent/Guardian - Full Name					
Occupant/Student - Full Name					
Occupant/Student Signature					
Tenant/Parent/Guardian Signature					
<b>FOR OFFICE USE ONLY</b>					
Accepted and Signed at _____ on the _____ day of _____ 20_____					
Property Manager - Full Name					
Property Manager Signature				Witness Signature	
Admin Fee Paid		Pastel No.		Date Paid	
Deposit Paid		Pastel No.		Date Paid	
Booking Fee Paid		Pastel No.		Date Paid	
Contract Signed		Arrival Folder Received		TPN Loaded	
Access Control Done		Keys to Occupant/Student			
Deposit Refund Amount		Pastel No.		Date of Refund	
<b>Contact:</b> <span style="float: right;">tut@varsity-lodge.co.za</span> <span style="float: right;">www.varsity-lodge.co.za</span>					