



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)<br>[RVL & RMVL] Deducted from January 2023 rental)   |                |              |
| Bookings Fee Existing [1] (Payable by 30 November 2023 and deducted from February 2023 rental) [1] ALL SITES except RVL & RMVL (Deducted from February 2023 rental)<br>[RVL & RMVL] Deducted from January 2023 rental) |                |              |
| <b>TOTAL PAYABLE (When signing agreement)</b>  |                |              |
| <b>OPTION SELECTED</b>   | Sign           | Sign         |

**STORAGE FEE FOR DECEMBER 2023 & 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>  |  | <a href="http://www.varisty-lodge.co.za">www.varisty-lodge.co.za</a> |                |                           |  |