

This is your Payment Information

DIGS Payment Information

Now that you are ready to accept your tenancy agreement, please read the information below regarding payments carefully.

DIGS Payment Information

There are three parts to the payment system here at DIGS.

1. Reservation fee and booking fee

Once you have accepted your offer, you'll need to pay the sum of £200.00. This amount is broken down into a reservation fee of £150 (your reservation will transfer to a security deposit for the performance of the Tenant's Obligations on the start date of your tenancy) and a non-refundable booking fee of £50.00.

Please note that we can only process your booking once this payment is received. Please see page 2 for ways in which to make your payment.

2. August rent payment

Prior to moving in, we ask that you pay a proportion of your rent. This is called your August rent payment and totals £300 – please note that this is not on top of your annual rent, but part of it. This payment is due by 21st August 2019.

3. Rent payments

After the £300 payment in August, the remainder of your rent is split into three equal payments (in some cases the payments differ by a nominal amount if it is not possible to split the costs in to three equal instalments). Where possible, these payments coincide with your student loan payment dates. If you wish to, you can also pay for your accommodation in full, whichever is easiest for you.

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Payment by Direct Debit

Our preferred method of payment is by Direct Debit as this makes the payment process hassle-free for you. To pay by Direct Debit you need to complete the Direct Debit online form or a completed mandate and return it to us. For payment by Direct Debit your rent will be due on a termly basis in October 2019, January 2020 & April 2020. Pre-payment will be collected on the 21st August 2019.

Please note that we attempt to align actual payment dates with loan payments and these dates can be subject to change. The direct debit facility is only possible from a UK bank account

Payment in Full

If you intend to pay your accommodation in full, payment will be required prior to moving in. Please see below for ways in which to make your payment.

Overseas Students

Non-EU students are required to pay in full for their accommodation when accepting the offer. However we do accept bank transfer and this should be made out in pounds sterling (Payment by Direct Debit is not applicable to overseas students). If you are an overseas student making payment via bank transfer, we advise confirming that your transfer charges are included within your transaction.

Accepted Payments

Your reservation fee and booking fee can be paid online but can also be paid in a number of ways including including cheque, postal order, credit or debit cards. Please make all cheques/postal orders payable to **South Street**.

Bank Transfers

For bank transfers, please refer to the following page for bank details. Please don't forget to enter your name and DIGS student ID as a reference when making the transfer.

If you have any questions or require any advice about accommodation payments, please contact the team in the DIGS Office on **+44(0)114 275 4659**.

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Sending a Bank Transfer

1. Please make contact with your bank in order to make a transfer.
2. The bank details you need to pay the monies in to are detailed below :-

Bank Name	NATWEST PLC
Bank Account Name	SOUTH STREET
Bank Account Number	25 72 08 99
Sort Code	56 00 27
Your Reference	PLEASE ENTER YOUR NAME AND DIGS STUDENT ID AS A REFERENCE
IBAN:	GB56NWBK56002725720899
BIC:	NWBKGB2L

3. It is crucial that you enter your name and DIGS student ID as a reference on the transaction. This is to ensure the money is allocated to your account with the Pinnacles once received by our finance team.
4. Once you have made the transfer please either email the accommodation team at thepinnacles@digstudent.co.uk or call them on the number below to confirm when the transfer was made. This will ease us in locating your payment more effectively.
5. Some banks charge for their transfer service and it is extremely important that the money we receive is transferred in full WITHOUT this deduction. Please ensure you check with you bank prior to sending any monies. If they charge you must make an allowance for this in the total amount you send.

Thanks in advance

The Accommodation Team