

REGISTRATION FOR THE 2014 – 2015 ACADEMIC YEAR

Date of submission

Order No.



Sarrià
Residència Universitària

Complete in BLOCK CAPITALS

1st Surname

2nd Surname

Name

ID. No. / Passport (number and nationality)

Date of birth (Day / Month / Year)

Address

Postal Code

City/town and Province

Country

Telephone

Mobile, Resident

Mobile, Parents

Electronic mail, Resident (habitual use)

Studies to be undertaken

Year (1, 2, etc.)

Electronic mail (parents contact and e-billing)

University studies Faculty / School

Origin school name

City – Province

- ☐ Single room (priority for former residents)
☐ Shared **double** room (request sharing with)
☐ Shared **duplex** room (only for master, postgraduate or doctorate students)
☐ I am over 1.85 m tall.
☐ Bus St.Cugat (UIC, UPC, ESADE) Timetable: Morning or afternoon.....

- ☐ Covered car park
☐ Outdoor car park
☐ Covered motor cycle park
☐ Outdoor motor cycle park
☐ I am a smoker

Place for the academic year reserved from 1 September 2014 to 30 June 2015, inclusive.

It is important to indicate the date of arrival, if known:

If you need to occupy the place before and/or after the established dates, contact the Reception department to confirm availability and make the reservation for days you need. This stay will be paid pursuant to our daily rates (see rates).

REGISTRATION PROCESS

1. The following **documentation** must be handed in:

- This form, duly completed
- Photocopy of Id. / PASSPORT
- Current, passport size photograph
- Photocopy of the grades corresponding to the last academic year
- Documental proof of the studies carried out (receipt, enrolment receipt, etc.) when they are available.

2. **Personal interview**

3. You will be notified of the decision within a maximum period of 7 days. If you are accepted you will have one week in which to **formalise the reservation by way of payment of the 2,000 euro deposit** (seniority as a Resident will be valued). It should be sent together with the bank authorisation and the transfer confirmation slip.

4. **The place will be reserved** and confirmed for the 2014-2015 academic year.

RULES

Residents must be aware of the rules (internal rules and financial terms and conditions). You may request a copy at Reception or download them from our web page: www.residenciasarria.com

The status of Resident implies knowledge and acceptance of these. For this reason we request your signature.

SIGNED The Resident:

"Pursuant to that established under Organic Law 1599, the Spanish Personal Data Protection Act, dated 13 December (Ley Orgánica de Protección de Datos, LOPD), we hereby inform you that the personal data you provide in this document, as well as all those collected during your stay at Sarrià Halls of Residence will be incorporated in files held by RESIDENCIA UNIVERSITARIA SARRIÀ, SL, (with address at C/Esports No. 1-7, Barcelona), for the purpose of providing the service you have contracted from us.
Should rendering said service require processing health details, with the signature of this document you expressly authorise said processing. Likewise, and also by way of signature of this form, you consent to the conservation of all your personal data by RESIDENCIA UNIVERSITARIA SARRIÀ, SL, once your stay at the Halls of Residence finalises in order to receive information and correspondence on the service the former offers and which may be of interest to you. RESIDENCIA UNIVERSITARIA SARRIÀ, SL undertakes to respect and facilitate the applicant's rights of access, rectification, cancellation and opposition, in the legally established terms. You may exercise said right by writing to the aforementioned address."

FINANCIAL TERMS AND CONDITIONS

2014-2015 ACADEMIC YEAR



sarrià
Residència Universitària

- Once the application has been confirmed, the **deposit*** must be made **to guarantee it**** within a period of one week. Once this period has elapsed, the Halls of Residence will deem that the place is not required and will offer it to another applicant.

**(Not including former Residents who are renewing their place).*

**** Residència Universitària Sarrià bank account: BBVA 0182 9692 16 0200040749**

**** Transfers from abroad:**

IBAN: ES44 0182 9692 16 0200040749 BIC/Swift: BBVAESMM

Residencia Universitaria Sarrià S.L. NIF B61332151

Any expenses derived from transfers for the deposit shall be to the account of the applicant. Indicate in the concept the name of the future Resident and send the transfer confirmation slip by fax.

- The amount of the deposit will be returned at the end of the reserved period. The deposit refund for the whole course stays will be done from July 28th onwards and for the other type of stays the transfers will be effective on 15th each month once fulfilled within 58 days conditioned by the law of bank refunds. This deposit is conditioned to fulfilment of the financial terms, the rules on permanence and the resident's behaviour. The deposit will not be returned if the place is not occupied or if the Resident leaves the Hall of Residence prematurely for personal or disciplinary reasons, except in the case of non-admittance in the requested university. In this case, the "deposit return" request must be submitted in writing within a period of ten days following notification from the study centre and, in any case, prior to 1 September (attaching supporting document from the university in which the applicant was not accepted).
- The reservation comprises the period from **1 September 2014 to 30 June 2015 (inclusive)**. When applicants need to bring the date of arrival forward and/or postpone their date of departure an individual reservation must be made for the necessary days, to which the daily rate will be applied.
- The monthly payments will be made by direct debit on the 1st of each month. No refund in monthly payments will be made in the event of leaving the Halls of Residence before the end of the month. Failure to pay 2 monthly fees will result in the suspension of the services by the Halls of Residence. Any failure to settle any payment will generate management expenses for each direct debit.
- Extra expenses (car park, photocopies, laundry, etc.) will be paid by direct debit on the 15th of each month.
- The invoices are sent by electronic mail** in JPG format, to the electronic mail address indicated on the registration form. If physical invoices are required this should be notified to the Reception department.
- Our prices are per person and month, with full board; the daily rate is per person and day, with full board. All prices and services require the application of current VAT.
- Full board includes breakfast, lunch and dinner, seven days a week** (self-service buffet consisting of grill, salad bar, hot buffet, side dishes and desserts). On 24 and 31 December there will be no dinner in the evening; On 25 and 26 December and 1 January, only breakfast will be served.
- A Scholarship** may be **applied for**. Request documentation and information at Reception or visit our website.
- Temporary absence of Residents will not give rise to any kind of reduction in the monthly payment.
- Special conditions for **short stays**:
 - Stays of less than 2 months: the full stay will be paid in advance.
 - Stays of between 2 to 9 months: the deposit will be paid following which the monthly payments will be made by direct debit in a Spanish bank account.
- The **rates** with TAX (10%) monthly for person are: double room 998,80€, single room 1494,90€, double duplex shared 1163,80€.

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BANK AUTHORIZATION

Mandate SDD (SEPA)

Mandate reference:

Creditor's name: **RESIDÈNCIA UNIVERSITÀRIA SARRIÀ**

Creditor's identification: **ES 98 000 B61332151**

Address: **c/ ESPORTS 1-7, 08017, Barcelona. Spain**

By signing this application form of mandate, you authorize Residència Universitària Sarrià to send to your financial entity orders to debit the corresponding amounts to your account in accordance with the orders of Residència Universitària Sarrià. By the signature, you also accept the financial conditions as well as the permanency terms exposed on the back side of this document and/or current regulations for the academic year.

Residència Universitària Sarrià undertakes to send the orders only for the amounts for the monthly payments and the extra services.

Debtor's name (owner/s of the account to be charged):.....

Debtor's address (address, postcode, town, province and country):.....

Person in whose name the payment is made (resident):.....

Swift BIC (Which may have 8 or 11 digits):

[illegible]

Account number - IBAN (Spanish IBAN has 24 digits starting always by ES):

[illegible][illegible]

(depending on the country may have till 34 digits)

Type of payment:

X

Recurring payment or

11

Single payment

Date and location,

In, on..... 20.....

Debtor's signature
(account holder)

Resident's signature
(in case you aren't the account holder)