



SAS LETTINGS PROPERTY APPLICATION FORM

For Office Use Only:	GROUP NO:
Address/Ref 1	
Address/Ref 2	
Date:	Time:
Confirmed: YES / NO	

PLEASE COMPLETE DETAILS FOR ALL MEMBER OF THE GROUP BELOW. PLEASE USE CAPITALS

Please state the Student Pad Reference No: or Property Address: that you would like to view:
Address / Ref 1 -
Address / Ref 2 -
Your Group Size -
Best day and time for viewing properties where ALL group are able to attend:

- All properties are let on a 1st come 1st served basis. **Only 2 viewings** can be made at a time.
- Applications will only be accepted once all financial and previous tenancy checks are completed

1. Main Contact			
STUDENT NO:		MOBILE NO	
FIRST NAME		SURNAME:	
2.			
STUDENT NO:		MOBILE NO	
FIRST NAME		SURNAME:	
3.			
STUDENT NO:		MOBILE NO	
FIRST NAME		SURNAME:	
4.			
STUDENT NO:		MOBILE NO	
FIRST NAME		SURNAME:	
5.			
STUDENT NO:		MOBILE NO	
FIRST NAME		SURNAME:	
6.			
STUDENT NO:		MOBILE NO	
FIRST NAME		SURNAME:	

7.			
STUDENT NO:		MOBILE NO	
FIRST NAME		SURNAME:	
8.			
STUDENT NO:		MOBILE NO	
FIRST NAME		SURNAME:	
9.			
STUDENT NO:		MOBILE NO	
FIRST NAME		SURNAME:	
10.			
STUDENT NO:		MOBILE NO	
FIRST NAME		SURNAME:	

Once completed please return by Email: sas@swansea.ac.uk

<u>For Office Use Only:</u>
Notes



SAS LETTINGS PROPERTY VIEWING INFORMATION

Thank you for booking a viewing through SAS Lettings which is a joint venture between Swansea University Residential Services and Swansea Students' Union. Set up to raise standards in Student Accommodation across Swansea. We ask that you take a few minutes to read the information following your viewing.

What to do next if you want to secure the property you have just viewed?

1. **Make an on-line application** through your accommodation account **by 9:00 am the following morning** (*this is the one that you made your original application for accommodation when starting university*).

You need to make this application for the next year as soon as you know you want the property <https://universityservices.swan.ac.uk/contracts> as the Contract and Reservation Deposit are completed on-line.

2. State in the email:
 - Your Name & Student Number
 - The Property address
 - The Room number you wish to secure
3. All members of the **group must email sas@swansea.ac.uk by 9am** the following day of your viewing to notify us that you want the property.

If we do not hear from you by 9am, the property may be offered to another group of students.

4. When applying select:
 1. 2020 SAS Lettings Properties Only (*Tab on 1st Screen after log in*)
 2. Student Category: (B) SAS LETTINGS (Returning Students Only)
 3. Under *additional notes*, state **the property address and the room number**.

Tenancy Information:

- Contracts are 47 weeks in length.
- They start: 2.00pm Friday - **31 July 2020**
- They End: 10.00am Friday - **25 June 2021**

Payment dates are set out in your contract but please be aware the 1st rent will be due in October 2020 and covers 21 weeks rent.

Please be aware that your student loan may not cover the full amount – so you need to budget/plan accordingly before this payment is due.

What to do if you do NOT want the property?

- Please can one member of the group email or call us to let us know **as soon as possible** so that we may offer that property to another group.
- Please feel free to give us some feedback as to why you are not interested as this will help us to improve our service.

General Property Information

Gas, Electric & Water

Within the rent, £10.00 a week per person (£25.00 per week in a 1 bedroom flat & £15 for 2 & 3 bedrooms) will go towards the utilities.

At the end of the tenancy, any over-usage or under-usage will be calculated and the students will be charged or refunded accordingly.

Wi-Fi Internet

Wireless Fibre Broadband is provided at no cost to you and is installed as standard across all our properties. You are not able to change the supplier without written consent.

TV Licence

You need to be covered by a TV Licence to

- Watch or record programmes as they're being shown on TV or live on an online TV service
- Download or watch BBC programmes on iPlayer.

This applies to any provider you use and any device, including a TV, desktop computer, laptop, mobile phone, tablet, games console, digital box or DVD/VHS recorder. See

<https://www.tvlicensing.co.uk/>

Thank you for choosing to view our properties, if you need any more information please see our web pages below or email us!

Regards
The SAS Lettings Team

Tel No:: +44 (0) 1792 295328

Email: sas@swansea.ac.uk

Web: www.swansea.ac.uk/accommodation/saslettings/

Office Hours: Monday to Friday 09:00am - 4:00pm