

## Terms and conditions - AU housing service

### Rent, deposit and cancellation policy

1. I accept to pay the first months' rent and eventual service agreement fee by credit card via online system when I accept my housing offer.
2. I accept that I will pay a deposit of one to three months' rent. More information here: <http://www.au.dk/en/internationalcentre/international-housing-office/exchange/aarhus/practicalinformation/deposit/>.
3. I accept that I will pay my rent every month on or before the last weekday before the turn of the month by credit card only via online system. In case I don't pay the rent on time, I accept that a fee will apply and that I will pay any costs in connection with the termination of my lease (legal fee, court costs etc.). More information here: <http://www.au.dk/en/internationalcentre/international-housing-office/exchange/aarhus/practicalinformation/payingtherent/>
4. I accept that I will pay the service agreement fee (covering costs such as utilities, internet, furniture and laundry) every month along with my rent.
5. I will accept to pay the credit card fees involved in making the monthly rent payment. Find up-to-date information about the credit card fees for different types of cards on the following webpage: <http://www.au.dk/en/internationalcentre/international-housing-office/exchange/aarhus/practicalinformation/payingtherent/>
6. I accept the following cancellation policy:
  - a) I can cancel my lease without any costs up to 14 days after I have accepted my housing offer and paid the first months' rent.
  - b) I can, at any time, cancel my lease with either:
    - a. 6 weeks notice to the 1<sup>st</sup> or 15<sup>th</sup> of a month.
    - b. 4 weeks notice to the 1<sup>st</sup> of a month
    - c. 3 months notice to the 1<sup>st</sup> of a monthFind out which termination notice applies to which leases here <http://www.au.dk/en/exchange/housing/info/>
7. The only way to cancel my lease is to send an email to [housing@adm.au.dk](mailto:housing@adm.au.dk)
8. I accept that I will pay my rent during the cancellation period.
9. I accept that AU is not responsible for my eventual delay due to visa, health or any other problems and that I will pay my rent until I cancel my lease even though I haven't collected my key.

### Moving in and out

10. I accept that I can move into my room on the first weekday after my lease starts. If my lease starts on a Saturday, Sunday or holiday, I can't move in until the following Monday.
11. I am obliged to fill out the Moving In inspection report within 3 days after moving in and hand it in at the International Office.
12. I accept that I have to leave my room up to 14 days before the end of my contract to allow renovation of the lease. I accept to pay rent in this

renovation period. The length of the renovation period varies and information about the renovation period at my lease can be found at my leasing contract.

13. I agree that I will leave my lease in the same condition as found apart from normal wear and tear.
14. I agree to pay for neglect of my home, damaged and missing inventory, and insufficient cleaning of my room and adjoining common areas.
15. I agree that I will return the same number of keys and laundry card to the caretaker or to the IC as described in my residence folder. In case I don't deliver my keys, I will pay for the change of the lock.

## **Behavior**

16. I am obliged to observe the house rules.
17. I am obliged to pay attention to neighbors and take part in weekly cleaning of common areas and half-yearly general cleaning of common areas.
18. I am fully responsible for the room/apartment that I rent. I will pay repair costs for damages caused by me or any person visiting me.
19. I am aware that AU doesn't provide any insurance and it is my own responsibility to acquire a suitable insurance to cover any loss of my belongings.
20. I accept that my lease is a single occupancy (unless otherwise is explicitly informed about in my housing offer) and that it is only permissible for the contract holder to live there.
21. I accept that I am not allowed to sublet my lease.
22. I accept that no pets are allowed.
23. I accept that smoking isn't allowed neither in my room/apartment, nor at any common areas.
24. I accept that I am not allowed to paint, alter or make any permanent alterations in my room/apartment.