



SUMMER RESIDENCE BOOKING FORM

(AVAILABLE FROM 2nd JULY 2018 TO 8th SEPTEMBER 2018)

NAME	
DATE OF BIRTH	
ARRIVAL DATE (SATURDAY)	
DEPARTURE DATE (SATURDAY)	
CONTACT MOBILE NUMBER	
CONTACT EMAIL ADDRESS	
NAME OF PERSON TO CONTACT IN AN EMERGENCY	
THEIR TELEPHONE NUMBER	
DO YOU HAVE ANY ALLERGIES?	
DO YOU HAVE ANY MEDICAL CONDITIONS?	
ANY ADDITIONAL INFORMATION	

RESIDENCE RULES

I UNDERSTAND THAT...

- THE RESIDENCE ACCOMMODATION IS SATURDAY TO SATURDAY ONLY. I MUST LEAVE THE RESIDENCE BY 11AM ON SATURDAY.
- IT IS MY RESPONSIBLY TO KEEP MY ROOM CLEAN AND TIDY THROUGHOUT MY STAY. THE KITCHEN AREA WILL BE CLEANED EVERY 2 WEEKS.
- I MUST NOT HAVE GUESTS IN THE RESIDENCE OVERNIGHT.
- I MUST PAY A DEPOSIT OF £20 FOR MY KEYCARD. THIS WILL BE REFUNDED WHEN I RETURN MY KEY CARD AT THE END OF MY STAY.
- IF I WANT TO LEAVE THE RESIDENCE I MUST GIVE TWO WEEKS' NOTICE.
- IF I DAMAGE THE RESIDENCE, I WILL BE RESPONSIBLE FOR THE COSTS WHICH MUST BE PAID BEFORE I LEAVE.
- THIS IS MY REGISTERED ADDRESS IN THE UK AND I MUST NOT SLEEP ANYWHERE ELSE WITHOUT INFORMING WESTBOURNE ACADEMY FIRST.

SIGNATURE.....

Date.....