

**City Accommodation Hub**

University of Wolverhampton

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Dear Student

Thank you for choosing to live in University of Wolverhampton Accommodation.

On application you must ensure that the attached form is completed by your parent/guardian and returned Business Support. Upon receipt of this form and your application, we will be able to allocate you a room. You will receive an Offer and Licence Agreement as normal. You will need to read the Licence Agreement thoroughly and agree to the terms and conditions. You will also be asked to pay a £500.00 pre-payment in order to secure the room.

When you arrive, you will be contacted to arrange a meeting. This meeting will be to discuss general information about living in the accommodation and how we can help you.

# Guarantor

As you will be under the age of 18 when you move into university accommodation, we will require you to undertake the following:

* Nominate a person to act as a guarantor until your 18th birthday. The guarantor can be a parent or carer/guardian, as long as they are a consenting adult.
* The guarantor will be required to complete the attached form and agree to undertake responsibility for any fees, deductions, recharges or any contractual breaches of your Licence Agreement.
* The guarantor must send us a copy of their passport or driving licence as proof of identity and ensure they sign and date the form.

Yours sincerely

**City Accommodation Hub**

**Accommodation Hub Guarantor Agreement**

**Please complete all sections – BLOCK CAPITALS**

PLEASE NOTE THAT IF YOU DO NOT SUPPLY THE UNIVERSITY WITH A GUARANTOR, YOU WILL NOT BE OFFERED ACCOMMODATION.

THIS DOCUMENT IS A LEGALLY BINDING AGREEMENT AND THE GUARANTOR SHOULD READ IT CAREFULLY BEFORE SIGNING AND THEREBY AGREEING TO ITS TERMS & CONDITIONS.

This agreement dated ……………………………………………………………………….

Between: **UNIVERSITY OF WOLVERHAMPTON**

**And**…………………………………………………………………… **(“The Guarantor”)**

**Student’s Personal Details**

|  |  |
| --- | --- |
| Name (in full) |  |
| Student Number |  |
| Address of Student  Post Code |  |
| Home Telephone No  Mobile Number |  |
| Date of Birth |  |

**Guarantors Personal Details**

|  |  |
| --- | --- |
| Name (in Full) |  |
| Address  Post Code |  |
| Home Telephone No.  Mobile Number |  |
| Relationship to Student |  |
| Date of Birth |  |

**Please note that the Guarantor must sign this agreement below, if anyone other than the Guarantor signs this agreement, or forges the Guarantors signature, please be aware that this is a criminal offence and may be reported to the Police.**

**TO BE COMPLETED BY THE GUARANTOR**

I have read the policy regarding the University of Wolverhampton accommodating students under the age of 18 and I agree to take responsibility for the following:

* I will be held financially responsible for the student until they reach their 18th birthday, upon that date any outstanding debt will become their responsibility.
* I will take full responsibility for any damage, recharges or any breaches of the licence agreement that are incurred until the student reaches 18.
* I agree to be contacted if the student engages in anti-social behaviour or conduct that will bring the University into disrepute.
* Until their 18th birthday they can only take occupation within en-suite accommodation.

Please indicate what proof of residence you are sending:

Copy of Driving License □ Copy of Passport □ Copy of Bank Statement □

**Signature of Guarantor**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of Guarantor (Please print)

Si**gned by**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_