

Terms and Conditions of Booking

University of Sussex Housing Services - Summer Residence

These Terms and Conditions apply to reservations for residence by guests (the "Guest") in respect of property owned or managed by the University of Sussex (the "University").

Bookings are made and accepted only on the following Terms and Conditions:

Bookings and Charges General

1. The agreement formed of these Terms and Conditions and the offer letter (the "Agreement") is between the Guest and the University. A contract is deemed to have been made once the Guest has paid a deposit (if applicable) or made full payment, and the University has dispatched a confirmation of booking. The Guest must be over 18 years of age at the time of booking and not be in debt to the University.
2. Booking: The Guest who makes the booking is deemed to have agreed to these Terms and Conditions will be responsible for all persons included in the booking and should ensure that they are all aware of these Terms & Conditions. The University reserves the right to decline any booking or refuse to hand over a key to any person who has not complied with these Terms & Conditions.
3. Except in the case of certain events occurring in the city of Brighton and Hove such as Pride, the minimum booking period for individuals is 7 nights.
4. Single rooms are for single occupancy only and shared rooms (twins) are for no more than 2 persons. Anybody found to be sharing, sub-letting or reassigning their room will be asked to leave and will face a fixed penalty charge of £250.
5. Except for current registered University students, VAT will be charged and be payable on all bookings. Any final year University students will be charged VAT once the Summer term has ended.
6. All visitors who are not current registered University students must make payment using the details provided in your offer letter. All charges for current University students will be made to their student accounts, apart from students graduating this summer.
7. Bookings may be amended at the discretion of the University however, an administration charge of **£40 per change** will be applied.
8. A fee will be charged and payable for any lost keys and damages to the residence.

Cancellation

1. All cancellations must be immediately notified to the Summer Bookings Team by email.
2. The University reserves the right to amend or change the booking where necessary, but will inform the guest prior to their arrival.

Check-in and check-out

1. All rooms are available from 10.00am on the day of arrival. For booking periods commencing Check out is by 10.00am on the day of departure. You can collect your keys from the porter's

office/reception for the residence and further details are provided in the booking confirmation letter.

2. There is no exception to check out by 10:00 am. If you depart after 10:00 am you will be charged for another night. If you depart after 10:00 am or after your designated leave date and it conflicts with another booking, we will charge you a **£50.00** penalty each night as well as the cost of the room each night.
3. At the end of the booking period guests must leave the residence and the communal areas cleared of their belongings and in a clean and tidy condition. The University reserves the right to make a charge to cover additional cleaning costs if the residence is left in an unacceptable condition.

Residence Rules

1. The Guest must not do anything which may cause damage to the electrical installation or equipment in the residence or which may be a fire risk or in any way put the health and safety of others or the University's or other people's property at risk.
2. Guests must not smoke in the residence. Anyone found tampering with smoke detection equipment will be asked to leave and will face a £250 fine.
3. Due to Covid-19, unfortunately no visitors to the Accommodation are permitted. The only persons permitted in the Accommodation is the Guest.
4. The Guest must observe and strictly follow the current government regulations concerning Covid-19. <https://www.gov.uk/coronavirus>. Any Guest in breach of these regulations will be required to leave without notice.
5. Guests must not change, damage, affix to or attempt to repair the structure or decorative finish of the residence, the communal areas or the contents and must not bring additional furniture into the residence or communal areas.
6. Guests must not store any bicycle or scooter in the residence or communal areas.
7. Guests must not use the residence for any other purpose than a study bedroom.
8. Guests must not cause nuisance to others.
9. The University shall not accept responsibility for loss or damage to residents' personal possessions or vehicles.
10. Guests shall not allow or keep any animal, bird, reptile insect or fish in the residence or communal areas. Assistance dogs are permitted provided the Guest obtains written permission from the University at the time of booking.
11. Guests under the age of 18 are not permitted in our residences.
12. Any issues regarding the maintenance of the building or operational issues within each building should be referred to the reception at the residence or York House 24 hour reception, as maintenance is managed by the Sussex Estates and Facilities.

Breaking any of these residence rules can result in charges and being asked to leave the residence.

Additional information

1. Wi-Fi is not provided, but should be available via the free private provider O2. [You can find more information here.](#)
2. All vehicles parked on campus are subject to the University regulations, parking fees and at your own risk. [You can find more information here.](#)

Building Works and Maintenance on the campus

Please be aware that there will be building and maintenance work in progress on the campus throughout the summer months. There may be some disruption caused by this. This could start as early as 8am so bear this in mind when making your booking.

Limitation of Liability

1. Subject to the paragraph 2 below, the University is not liable for:
 - (a) the death of, or injury to the Guests or invitees to the residence; or
 - (b) damage to any property of the Guests or that of invitees to the residence; or
 - (c) any losses, claims, demands, actions, proceedings, damages, costs or expenses or other liability incurred by the Guests or invitees to the residence in the exercise or purported exercise of the rights granted under this Agreement.
2. Nothing in paragraph 1 above shall limit or exclude the University's liability for:
 - (a) death or personal injury or damage to property caused by negligence on the part of the University or its employees or agents; or
 - (b) any matter in respect of which it would be unlawful for the University to exclude or restrict liability.

Governing Law and Jurisdiction

1. This Agreement and any dispute or claim arising out of or in connection with it or its subject matter or formation (including non-contractual disputes or claims) shall be governed by and construed in accordance with the law of England and Wales.
2. Each party irrevocably agrees that the courts of England and Wales shall have exclusive jurisdiction to settle any dispute or claim arising out of or in connection with this Agreement or its subject matter or formation (including non-contractual disputes or claims).