



## St Edmund's College Collegiate Accommodation Summary

### **Scope & Purpose of this Document**

This non-contractual summary document is supplementary to the Accommodation Licence ("the Licence") between St Edmund's College Cambridge ("the Landlord") and the individual(s) named in the Accommodation Licence ("the Licensee") and applies where the accommodation that has been allocated to the Licensee, as specified in the Licence Summary section of the Licence, is situated within **Collegiate Accommodation at Castle Street, Cambridge, CB3 0DZ**.

Any failure to comply with any provision of the "Licensee's Rules and Requirements" set out hereunder may constitute a breach of specified terms of the Accommodation Licence and the Landlord will be entitled to the remedies set out thereunder including, where applicable, the termination of the Licence.

In the event that any of the provisions set forth in this summary directly contradicts any equivalent provision within the Licence or the St Edmund's Accommodation Handbook, the provisions set forth in this summary shall prevail.

### **Definitions**

For the purposes of this Summary, the following definitions apply:-

**Licence** – means the Accommodation Licence entered into between St Edmund's College, Cambridge and the Licensee.

**Licence Date** – Your contract will start 09/09/2023 and end on 31/08/2024

**Licensee** – means the individual(s) named as Licensee(s) in the Licence.

**Room** – means the specific room which is let to the Licensee under the Licence, the address of which is as indicated in the Licence Summary section of the Licence.

**Flat** – means the flat in which the Room let under the Licence is situated, the address of which is as indicated in the Licence Summary section of the Licence.

**Property** – means the entire building in which the Flat is situated, the address of which is as indicated in the Licence Summary section of the Licence.

**Landlord** – means St Edmund's College, Cambridge and any of its servants or employees.

**Landlord's Agent** – means Collegiate AC Limited and any of its servants or employees.

## Licensee's Rules and Requirements

### At all times throughout the Licence Period, the Licensee must:

1. Agree to adhere to and obey the rules and regulations of the Property as may be made and varied from time to time and notified to the Licensee in the Landlord's Agent's handbook for tenants, or exhibited at the main office of the Property.
2. Keep the interior of the Room and the Flat together with all fixtures and fittings of the Room and the Flat and their contents in good condition and not to alter the Flat or make any holes or affix anything to the walls, ceiling and floors of the Flat (including pictures, posters, or other articles).
3. Not change the internal or external colour of the Room, the Flat or any part of the Property.
4. Not carry on any trade, profession, or business, on or from the Room or the Flat and to use the Room as a single private residence only in the occupation of the Licensee.
5. Not assign or sub-let the Room, the Flat or any part thereof, or permit any other person to reside in, or occupy, the Room or Flat. "Sub-letting" means renting the Room or Flat to another person or persons. "Assigning" means transferring rights under the Licence to another person or persons.
6. Not keep any animal, bird, or reptile at the Room or Flat, other than a registered assistance animal, without prior written consent from the Landlord.
7. Not cause or allow any visitors to cause a nuisance or annoyance to other persons/tenants in the Property.
8. Be responsible for the Licensee's own washing up, clearance of debris, grease, and spillages. The Licensee must clean the refrigerator interior and place rubbish in the centrally located refuse bins provided, and separate any waste as required by the local authorities, and remove waste on a regular basis to ensure hygiene standards and avoid odours.
9. Remain responsible for any visitors that the Licensee bring into the Property; this will include any actions that the visitor may undertake to cause damage to any part of the Property.
10. Not commit or allow any visitor to commit any form of:
  - Criminal offence
  - Harassment or threat of harassment on the grounds of race, colour, religion, sex, sexual orientation or which may interfere with the peace and comfort of, or cause offence to, any other tenants, and visitor, any employee of the Landlord, the Landlord's Agent or any of their agents or contractors.
  - Nuisance or intimidation or physical, verbal, or written abuse against other tenants, visitors, any employee of the Landlord, the Landlord's Agent or any of their agents or contractors..

11. Not permit any television, hi-fi, radio, musical instrument, or other sound producing equipment to be audible outside the Flat between the hours of 10.30pm and 8.00am and in any event outside those hours not to be a nuisance or annoyance to any neighbouring property.
12. Not to cause nuisance or annoyance to the owners or occupiers of adjacent or nearby properties and in particular not to allow music to be played for commercial purposes on the whole or any part of the Property.
13. Not permit or suffer to be done any act or thing which may render void or voidable any policy of insurance on the Room, the Flat or the Property or any part thereof or which may cause an increased premium to be payable in respect thereof and further not to keep any combustible or offensive goods or materials in the Room or the Flat.
14. Not use a paraffin or portable gas heater or candles within the Room or the Flat.
15. Not allow any person into occupation other than the named Licensee.
16. Not allow drugs of any sort to be taken or used in the Room, the Flat or any part of the Property except as may be authorised or prescribed by a duly qualified Medical Practitioner.
17. Not make or have made any duplicate keys to the Room or the Flat nor to replace or add any new locks to the Room or the Flat, and to report any loss of keys/fob/swipe card to reception and not to mark any key with anything that relates it to the Room, the Flat or the Property. This is so that if keys are lost, they cannot be identified with the Room or Flat to which they belong.
18. Not erect or permit to be projected outside of the Property any wireless/satellite dish or television aerial.
19. Not use or permit to use any fridge, freezer, storage heater, fan heater, convection heater or similar item in the Room or Flat other than any which may be supplied by the Landlord or the Landlord's Agent.
20. Not cover or obstruct in any way the air vents in the Room or the Flat.
21. Not remove any door closers.
22. Not tamper with any fire-fighting/prevention equipment, including fire extinguishers, fire blankets, and fire alarms, smoke detectors.
23. Not obstruct any fire doors or fire exit routes or disconnect automatic door closures. It is an offence to tamper with any fire-fighting/prevention equipment and any such action could result in prosecution. The fire equipment is there for the Licensee's safety and that of their fellow residents.
24. Not open the windows past the set restrictors other than in the event of an emergency and evacuation through the window being required.

25. Not smoke in the Room, the Flat or any part of the Property. The entire site is strictly a no smoking site with the exception of designated smoking areas assigned around the Property.
26. Use bicycle storage facilities provided, and not bring any bicycles into any other part of the Property.
27. Not use any open chip pan/fryers.
28. Not leave the Room or the Flat unoccupied for any period whatsoever without locking and securing all doors and windows.
29. Notify the Landlord's Agent of all repairs and/or maintenance work which the Licensee consider necessary to the Room, the Flat or the Property as soon as the need for any such repairs or maintenance works becomes apparent.
30. Not attempt to carry out any repairs or maintenance works to any part of the Property, including the Room, the Flat, and any of the Shared Items and the Flat Items.
31. Be responsible for descaling and cleaning the showerhead in the Flat.

**Access by the Landlord:**

The Licensee must allow the Landlord and Landlord's Agent and their agents, together with any necessary contractors and workmen, to enter the Flat and the Room at all reasonable times upon 24 hours' notice (or in the event of an emergency at any time without notice) in order to:

1. Carry out the services under this agreement.
2. Show the accommodation to prospective new tenants.
3. Examine the state and condition of the Room, the Flat, the Shared Items, the Room Items and the Flat Items. A minimum of three notified room inspections will be carried out during the duration of the Licence.
4. Carry out any repairs to the Room, the Flat or the Property that are reasonably necessary pursuant to the Landlord and the Landlord's Agent's responsibilities under the agreement or by statute and for any reasonable purpose in connection with the management of the Property.

The accommodation team will endeavour to give the Licensee at least 24 hours' notice in the event of needing access to any Licensee's room; this would mainly be due to maintenance requirements. If any Licensee reports a maintenance issue they will be asked at that time whether the maintenance team can access the Room in the event that the Licensee is not at home.

**At the end of the Licence Period:**

1. The Licensee must attend a check-out inspection arranged by the Landlord's Agent and sign a copy of the inspection report, noting any comments they may have. If the Licensee fails to attend the

check out inspection it will be very difficult for the Licensee to challenge the inspection and any charges levied for damage and disposal of refuse and abandoned items.

2. If any of the Licensee's belongings have not been removed from the Property at the expiration of this agreement, the Licensee must pay the Landlord damages at a daily rate to compensate for the cost of storage or disposal of those belongings until the removal of all such items, provided always that after the end of the Licence the Landlord may remove any remaining items and after 14 days dispose of them on behalf of the Licensee subject to offsetting the cost of storage and disposal of these items.
3. The Licensee must hand over to the Landlord or the Landlord's Agent by 12 (noon) on the last day of the Licence (howsoever ended) all keys, fobs, door entry cards, or any other access devices, to the Flat, the Room and the Property. If all keys, fobs, door entry cards, or any other access devices, are not handed over by the end of the last day of the Licence Period it shall be assumed thereafter that the Licensee have given up their right to occupy the Room from the expiry of the last day of the Licence Period if at that date they are not physically occupying any part of the Room (provided also that for the purposes of this requirement the fact that any of the Licensee's belongings may at the expiry of the Licence Period still remain at any in the Room or the Flat shall not in its self be deemed to be physical occupation of any part of the Room by Licensee).