

# Rules relating to tenancy for postgraduate accommodation

## Waiting list

Each department has a waiting list. The administrative manager of the department is the contracting party but may in certain situations delegate this responsibility to someone else within the department. However, the administrative manager must be stated on the contract, sign the contract and undertake overall responsibility for the contract.

With regard to departments granted priority, this only applies to the first occasion. In the event of a continued housing requirement, the tenant will be assigned a place in the regular queue.

Please contact Hans Alfredsson to change contact information on the waiting list.

## Book housing

The departments are provided with information relating to available housing each month. Housing can then be booked via email. Bookings are binding and in the event of cancellation, rent for the period of notice (three calendar months) must be paid.

Apartments can be booked for the month specified, however, no bookings are accepted for apartments that will become vacant in the future. It is not possible to postpone the start date of the tenancy contract

## Viewing of housing

It is not possible to view the housing.

## Contract

The department is always the primary tenant and the researcher is a sub-tenant. As primary tenant the department is responsible for the contract in its entirety. Contracts are signed for a limited duration, the maximum being six years and thereby the termination date is determined at the time of signing the contract. Special rules apply to the Guesthouse where the duration of the contract is a maximum of six months.

All administration of the contract, for instance, duration and any contact with Chalmers Studentbostäder regarding extension of the contract, is the responsibility of the department.

All contact with Chalmers Studentbostäder relating to the tenancy contract will be carried out by the primary tenant, i.e. the department.

Under no circumstances is it permitted to transfer residence to another sub-tenant.

### Termination of contract

Termination of all contracts is in principle determined upon signing. It is possible to terminate a contract prior to the final date of the contract. Termination must be in writing or via email and must be submitted by the primary tenant, i.e. the department. The period of notice is three calendar months.

Moving out must take place no later than 10.00 on the first working day after the turn of the month. All keys must be handed in to Gibraltargatan 82. The apartment must be cleaned thoroughly and all faults must be reported to Chalmers Studentbostäder. In the event that extra expenses are incurred in connection with moving out, the department will be charged for this.

*Example:* With regard to a tenancy contract terminated in May the period of notice will run until 31 August. The tenant is required to move out by 10.00 at the latest on the first working day in September.