



APPLICATION FOR PRIVATE ACCOMMODATION

At The Village (IIE MSA)

Academic Year: 2024

[Please ensure that once fully completed and signed, that this document is emailed to admin@kciproperties.co.za:

SECTION 1

Full Names of Parent/Sponsor			
Full Names of Student		Who is:	MALE / FEMALE
Date of Birth of Student (day/month/year)		Nationality	
Monash SA Student Number		ID/Passport No.	
Name of Degree being studied		Year of Study (e.g., 3 rd year)	
Previous KCI tenant (yes/no)			
SA Telephone number (Student)		Email address	
Please list any Chronic or serious Medical Conditions of the Student:			
Previous student accommodation			
Reason for change of accommodation			

I / we do hereby apply to rent the following Premises from the Owner/Landlord at The Village on campus at IIE MSA, 144 Peter Road, Ruimsig, Roodepoort, Johannesburg, South Africa.

Unit type (please make with X)

1. A Bachelor Apartment in Block A – D (single occupation, non-sharing)	
2. A single room in a 2 Bedroom Apartment in Block A – D or F, which includes a lounge (apartment shared by 2 students)	

If sharing a 2 Bed Apartment, I would like to share with:

Name of student		Who is a	MALE	FEMALE	(mark with X)
Relationship					

Fee structure (per Semester per Student - pSpS)

	Full year rental	Full semester rental	Monthly rental	Refundable deposit	Administration fee	Water Fee	Cleaning and maintenance fee	Minimum due Before occupation
Premium bachelor unit	R65 900	R32 950	R5 700	R5 700	R2 500	R700	R500	R14 400
Standard bachelor unit	R58 700	R29 350	R5 000	R5 000	R2 500	R700	R500	R13 700
Premium double unit	R46 000	R23 000	R4 600	R4 600	R2 500	R700	R500	R12 900
Standard double unit	R35 000	R17 500	R3 500	R3 500	R2 500	R700	R500	R10 700

Initial

Discount fee structure

	5% Discount (paid by January 31, 2024)	2.5% Discount (paid by February 29, 2024)
Premium bachelor	R63 050	R64 475
Standard Bachelor	R56 200	R57 540
Premium double unit	R43 700	R44 850
Standard double unit	R33 250	R34 125

Note: The discount offered is a discount on RENT ONLY. The admin fee, cleaning and maintenance fee, water fee and deposit are still to be paid in full.

Payment Plan:

1. Minimum payment will apply to secure the unit.
2. Payment made later than the 5th of the month proceeding every month will acquire a penalty of 2,5%

Should this application be successful, I/we agree to the above fees and payment terms and will make the payments due directly into the KCI Management Services Account and will immediately email the proof of payment to admin@kciproperties.co.za.

Bank Account details:

Bank: FIRST NATIONAL BANK
 Current Account Number: 63022039803
 SWIFT Code: FIRNZAJJ
 Reference: Student Name and Number

I/we understand that I/we shall remain liable for the cash deposit fees or International Transfer fees (as charged by FNB Bank) or Credit Card charges (as charged by Credit Card vendor), for any payment made to KCI MANAGEMENT SERVICES

No Branch Cash Deposit allowed, only EFT, Credit Card, ATM Transfers and ATM Deposit

I/we are applying and paying for (please stipulate "Semester 1" = 1 Feb to 30 June; or "Full Year" = 1 Feb to 30 Nov):

One semester only	Full Year (payment for full year is then required)
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SECTION 2**DETAILS OF PARENT/SPONSOR APPLYING TO RENT THE PREMISES**

(This is the person(s) who will sign the Rental Agreement and be responsible for the Rental Payment)

Full Name:					
ID/ Passport No:				(copy to be attached)	
Date of Birth:			Nationality:		
Telephone: (Home)		(Work)		(Mobile)	
Email address(es):					
Home Address <u>where you currently live:</u>					(proof of address to be attached)

EMPLOYMENT DETAILS:

Self-employed: YES / NO	
Occupation:	
Current Employer:	
Contact Person at Employer:	
Contact details – work phone & mobile:	

Initial

NEXT OF KIN (Must be a family member NOT staying with you):

Full Names			
ID/ Passport Number			
Relationship to you			
Contact numbers: (Mobile)	Home		Work
Email address/es:			
Residential Address			

Initial

SECTION 3

THE FOLLOWING SUPPORTING DOCUMENTS MUST BE ATTACHED TO THIS APPLICATION:

RSA ID Document OR Passport for Parent <u>and</u> Student	
Proof of current home address, e.g., utility billing showing address (not older than 3 months)	
Proof of Student enrolment at IIE MSA	
Signed copy of the code of conduct	

TERMS AND CONDITIONS

PLEASE READ CAREFULLY BEFORE SIGNING

1. Fees charged as per Section 1 are per full Semester per Student and are effective as soon as the Lease Agreement is signed, irrespective if the student takes occupation or not, or when the student takes occupation or when the student vacates.
2. This Application will not be considered unless accompanied by the Minimum payment due as per Section 1 above.
3. This application will not be considered if it is not accompanied by the requested supporting documents i.e., copy of student and parent ID/passport, signed copy of the code of conduct, proof of enrolment and proof of address.
4. If your application for accommodation is successful, all money paid in terms of this application is non-refundable, irrespective of the student status or deferment, intermissions, etc with IIE MSA and the full rental amount and administration fee will be applied.
5. Rent for the first month is to be paid in full regardless of move-in date.
6. If your application for accommodation is not successful, all money paid besides the Admin Fee which is non-refundable, will be refunded.
7. Any payments made in terms of this application will only be accepted if the correct reference is used. The reference must be the name of the STUDENT's FULL NAME. Only EFT or ATM Cash deposits directly into the **KCI Management Services** Bank Account, as specified, will be accepted.
8. Should the student choose to make a payment into the KCI management Services account via ATM cash deposit, then they will be liable for any bank charges incurred.
9. The student is responsible for sending proof of payment of any payment made into the KCI Management Services account. If proof of payment is not sent the payment may be captured late and that will have a negative effect on the credit score of the person paying.
10. All payments following the initial payment must be referenced with the student's name and room number.
11. Occupation will only be granted, and keys handed to the student once the following has taken place:
 - ✓ Application approved by **KCI Management Services** as well as the owner.
 - ✓ Full Payment (deposit, admin fee and rental) has been made and cleared in **KCI Management Services** bank account.
 - ✓ A lease agreement has been signed.
12. KCI Management Services and/or the Registered Owner of the apartment reserve the right to final approval or refusal of this application.
13. The Conduct Rules and General Conditions of Residency that apply to this accommodation must be strictly adhered to and will be annexed to the Lease Agreement. These are available at the administration offices at The Village Student Res.
14. All Damage and breakages of items in or connected to the premises will be for the Student/ Parent's account once the student takes occupation of the apartment. The student must also always keep their apartment clean and tidy otherwise cleaners will be sent in to clean the apartment and this will be for the student's account. A cleaning fee, as determined by the Admin Office will also be charged at the end of each Semester.
15. Any belongings left in the apartment after the student has vacated will be donated to charity. No items will be kept in any storage unless arrangements has been made and signed for.
16. All business activities, including hand-over of keys, entry inspections, exit inspections and visits to the Admin Offices must happen during business hours (Monday – Friday, 08h30 – 16h00). Please make travel arrangements accordingly. No keys may be left at the gatehouse, handed to the guards or any other party.
17. When the student leaves their unit, they are responsible for setting up a date and time for the exit inspection to be done and for keys to be handed over.
18. If the student wants to end their tenancy early, they are required to give notice at the KCI office 1 calendar month before they vacate. If the student fails to give notice, they will be charged for rent for the next month after they have vacated.

Initial

SIGNATURES

Signed by the STUDENT at		on this the		day of		20
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FULL NAME of PARENT/SPONSOR

SIGNATURE

If sponsor is an Institution, the following details to be provided:

- Confirmation of the sponsor on the institution’s letterhead
- Full Contact person and detail with office address

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FULL NAME of STUDENT

SIGNATURE

PLEASE EMAIL THE FULLY COMPLETED and SIGNED APPLICATION, together with the PROOF OF PAYMENT and OTHER SUPPORTING DOCUMENTS to:

email: admin@kciproperties.co.za

FOR OFFICE USE ONLY:	APPLICATION: APPROVED / DECLINED
IF APPROVED:	
Student Name: _____	Room Allocated: _____
Payment Received: YES / NO	Amount Received: R _____
Comments:	

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Initial

Please complete this document so that your son, daughter or sponsored IIE MSA Student can sign the Rental or Renewal Agreement on your behalf.

SPECIAL POWER OF ATTORNEY

I,

Full Names of Parent/Sponsor	ID/Passport No.	
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of Physical Address:

Home Address where you currently live:	

Do hereby authorise and nominate:

Full Names of Student	ID/Passport No.	
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to execute this Power of Attorney and carry out the following functions relating to the attached Application Form for Accommodation at Monash Village (Res 6) on my behalf.

- A. To sign an _____ agreement on my behalf with the Owner of the relevant property, in which my son/ daughter/ sponsored student will be residing.
- B. To sign an _____ renewal Agreement on my behalf with the Owner of the property, if so required.
- C. To execute all terms of the above signed Rental and Renewal Agreement on my behalf.

THUS DONE and EXECUTED at _____ on _____ (date)

AS WITNESSES

- 1. _____
Signature of Parent/ Sponsor
- 2. _____

Accepted: _____
Signature of Student

Initial
