



## BINUS SQUARE APPLICATION FORM

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**Please give checklist (V) on the box you choose**

**Resident's Particular**

BINUSIAN ID : \_\_\_\_\_ Semester: \_\_\_\_\_

Please leave it blank if you do not have an ID yet

Name of Resident : \_\_\_\_\_

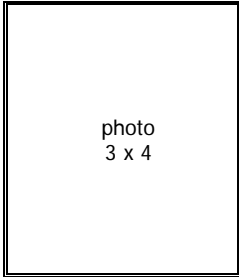
Gender : Male Female

Address : \_\_\_\_\_

Contact Detail : Home (\_\_\_\_\_) \_\_\_\_\_ Mobile Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Passport No. : \_\_\_\_\_



**Parents/ Guardian Information (choose one)**

	Father	Mother	Guardian
Name			
Home No.			
Office No.			
Mobile No.			
Passport No.			
Nationality	WNI WNA	WNI WNA	WNI WNA

WNI = Indonesia Citizen; WNA = Foreign Citizen

**Type of Room Preferred**

Single Occupancy Room. Length of stay \_\_\_\_\_ until \_\_\_\_\_ (dd/mm/yy)

Double Occupancy Room with (select one of the options below). Length of stay \_\_\_\_\_ until \_\_\_\_\_ (dd/mm/yy)

Whoever to be my room-mate

Friend/relative/sibling (Name: \_\_\_\_\_ Binusian ID.: \_\_\_\_\_)

**Notes:**

- Female student : Both Single and Double room are available.
- Male student : Only Double room is available. Single room is not available.

I understand that my friend/relative/sibling may not be assigned as my roommate and agree to accept BINUS SQUARE's final decision. I also understand that my roommate cannot be replace with other and with any reason and BINUS SQUARE has the right to not accommodate any special request on room allocation.

**Health Information**

Any current Medical Problem or Medication (such as: asthma, allergies, Heart Disease, etc):

No

Yes, mentions: \_\_\_\_\_

Please write down any special information about yourself (e.g. health/medical conditions, scholarship, etc) that you would like BINUS SQUARE to be aware about.

**Parents/Guardian Declaration:**

I declare that permission has been granted to my child named above to resident BINUS SQUARE. To ensure prompt attention in case of serious illness or accident, I hereby authorize BINUS SQUARE to incur necessary expenses. I agree to pay any balance in excess of the amount covered by the applicable insurance policies.



## RENTAL AGREEMENT ACADEMIC YEAR 2016/2017

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I fully understand that BINUS SQUARE charges the following rent, and thus agree to pay the following:

Room Type	Price	Amount to be transferred**
Single Occupancy	USD 260	Price/Month x Length of Stay (months) + Refundable Security Deposit USD 100
Double Occupancy	USD 210	

\* The fee valid for September 2016 – August 2017

\*\* Exclude bank charges

Monthly rental price for each unit is included:

- Laundry : Max 21 kg/month (exclude. Laundry in special treatment)
- Electricity : Max 200 kwh/month (Single Occupancy) or Max 350 kwh/month (Double Occupancy)

The Resident will have to bear the cost incurred due to use in excess of his/her given quota:

- Laundry : Payment should be made directly to the Laundry Services Vendor
- Electricity : Payment should be made to BINUS SQUARE bank account  
For Double Occupancy Room, the excess used will be borned equally between the two residents

### Term of Payment

I agree to pay in full amount as advance according to the length of staying period and the BINUS SQUARE Marketing will inform the payment deadline.

Rental payment for must be made by **TRANSFER** to the following Bank Account:

<b>Bank</b>	<b>Bank Central Asia Bina Nusantara Branch Jl. Angrek Cakra 10 Jakarta Barat Jakarta, Indonesia</b>
<b>Account Number</b>	<b>527-107-2288</b>
<b>Beneficiary's Name</b>	<b>PT. ALPHA STREAM INTERNATIONAL</b>
<b>Bank Swift Code/IBAN</b>	<b>CENAIDJA</b>

*All bank charges have to be paid by applicant*

### Failure to meet payment time frames

We agree and accept BINUS SQUARE's decision to withdraw the resident if the rent is not paid by the stipulated due date.

### Security Deposit

I agree to pay security deposit of USD 100. The security deposit is refundable only under the following circumstances full settlement of all dues e.g. electricity charges, laundry charges, and any repair costs.

### Exception

We as Parents/Guardian of BINUS SQUARE's applicant understand and realize that BINUS SQUARE rental payment cannot be withdrawn and/or transferred.



## DECLARATION FORM

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We as Parents/Guardian and BINUS SQUARE applicant understand and accept:

1. The Resident agrees to uphold and support the BINUS SQUARE and its good name and will not commit any actions that will go against the reputation and good name of the institution. I understand that the Resident may be terminated from BINUS SQUARE if the Resident found guilty of such doing.
2. I have read acknowledged and understood following forms and agree to comply accordingly such as BINUS SQUARE APPLICATION FORM and RENTAL AGREEMENT 2016/2017 have the obligation to make each and all financial payment according to the schedule outlined by BINUS SQUARE Management
3. The Resident has the obligation to comply with all rules and regulation at BINUS SQUARE, which are stated in, but not limited to, the BINUS SQUARE Handbook.

I/We hereby certify that, to the best of my knowledge, the above information is true and correct

\_\_\_\_\_/\_\_\_\_\_  
Place                      Date

Parents/Guardian

Resident

\_\_\_\_\_  
Signature & Full Name

\_\_\_\_\_  
Signature & Full Name

**Binus Square Hall of Residence**  
**Period Sep 2016 - Aug 2017**  
**Rental Payment Simulation**

Simulation	Estimate		Length of stay (months) (A)	Room Type	Price (USD) (B)	Security Deposit (USD) (C)	Amount to be transferred (USD) (A)*(B)+(C)
	Check In	Check Out					
1	Sep 05, 2016	Feb 01, 2017	5	Single	260	100	1.400
2	Sep 09, 2016	Feb 23, 2017	6	Single	260	100	1.660
3	Oct 15, 2016	Feb 01, 2017	4	Double	210	100	940
4	Oct 01, 2016	Mar 05, 2017	6	Double	210	100	1.360

1. The simulation is an example for resident to calculate the length of stay and total payment required.
2. The payment should be made by :
  - a) Transfer to Binus Square bank account (stated on registration form). There will be bank charges incur from both bank sender and bank receiver, and it will be charged to the resident.
  - b) Cash upon arrival.  
Payment must be made once you arrived at Binus Square.  
Resident may pay in cash USD or Indonesian Rupiah (using the current rate).
3. Resident can check in at any date of the month and the monthly fee will start from the date of check in until due date. E.g. Rent for one month, check in date : Sep 02, 2016; check out date : Oct 01, 2016.
4. If the check out date is subject to change then resident needs to pay based on estimation of length of stay:
  - Stay longer than length of stay : extra monthly fee is required with maximum of 2 weeks before the check out estimation date.
  - Stay less than length of stay : no refund and no pro rate system is applied.