**Housing Application**

To help us find suitable accommodation for you, please complete this form. We will consider applications received by the relevant deadline; however, the Foundation for Student Housing cannot **guarantee** availability of accommodation. A **non-refundable** application fee of CHF 250.-- (incl. VAT) is required **in any case** unless the application is withdrawn in writing before the deadline specified below.

**Deadline for applications for housing accommodation for Autumn is 15 May, for Spring is 30 September**. The fully completed application form including confirmation of wire transfer of the application fee must be **received** by the above stated date. Applications received after the deadline will not be considered.

In order to meet the deadline, the fully completed form including confirmation of wire transfer of the application fee must be **received** by the above stated date.

Please submit singed application form as follows:

By e-mail to: [wohnungsdienst@unisg.ch](mailto:wohnungsdienst@unisg.ch)

Or by postal mail to: Foundation for Student Housing

Housing Office

c/o University of St. Gallen

Tellstrasse 2

CH-9000 St. Gallen, Switzerland

All payments must be made via wire transfer only using the following bank details:

Bank: acrevis Bank AG, Marktplatz 1, CH-9004 St. Gallen, Switzerland

IBAN No. CH93 0690 0016 0201 6990 0  
Swift Number: ACRGCH 22   
Beneficiary: Wohnungsdienst der Universität St. Gallen, 9000 St. Gallen

Reason for payment: Housing application fee, applicant: last name, first name

##### Personal Details and Preferences

Last Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_First Name and Middle Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Zip Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

State/Province/Region: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Country: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number(s):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sex: male female

The rent for a room in St. Gallen varies from CHF 550.00 to CHF 750.00 and above and is determined by proximity to the University and standard of the room/apartment.

I am willing to pay per month (check as requested by you):

\_\_\_\_between CHF 550.00 and CHF 650.00

\_\_\_\_between CHF 650.00 and CHF 750.00

\_\_\_\_between CHF 750.00 and above

\_\_\_\_price does not matter; rather that room/apt. is close to the university and of high standard

**If possible**, I would like (assign **priorities** with 1 – 3):

\_\_\_\_to live with German-speaking students

\_\_\_\_to share an apartment with other students

\_\_\_\_to live in a one-room apartment (Limited availability; minimum CHF 650.00)

***Please note that all students are guaranteed their own room, however, other facilities such as the kitchen, bathroom etc. will be shared. All accommodations are non-smoking. No pets are allowed.***

Check as appropriate:

 Exceptionally tall (over 190 cm)

 Allergies (e.g. animal hair, dust, other): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 I strongly prefer to share a ***single-sex*** apartment.

Other relevant information you would like to share with us:

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**Statement of Agreement:**

I understand and agree to the following terms:

1. Non-refundable application fee: The Foundation for Student Housing cannot guarantee any availability of accommodation. The application fee of CHF 250.00 will apply in any case.
2. Duration (check one)

🞎 I accept the **fixed** **rental term** for Autumn semester: **1 September - 31 January (5 months)**

🞎 I accept the **fixed** **rental term** for Spring semester: **1 February – 30 June (5 months).**

1. Cancelation Policy

If your cancelation is received on or after 1 July (applies for the Autumn term) respectively on or after 1 November (applies for the Spring term) **you are liable for one month’s rent.**

If your cancelation is received on or after 1 August (applies for the Autumn term) respectively on or after 1 December (applies for the Spring term) **you are liable for the FULL rental period** as specified above.

1. If my application is accepted, the following terms will apply to the lease agreement (to be signed):
2. Facility management fee: A non-refundable fee of CHF 150.00 shall be paid by the lessee before the start of the rental term. This fee will cover general building and inventory maintenance.
3. The monthly rent will be due by the first day of each month.
4. I will be liable for all damage to the rental object (including shared facilities) incurred in context with the lease agreement.
5. All payments in context with the respective lease agreement must be settled by the end of the rental term.
6. At the end of the rental term, the room including floors, windows etc. must be cleaned. If the room is not clean, the lessor is entitled to have any such room cleaned at the expense of the lessee without any further notice. The same applies in case of any defects caused by the lessee.
7. In addition, the Swiss Civil Code (Obligationenrecht, “Miete”, Art. 253 et seqq.), our General Conditions and Inventory/List of Defects Forms (2) (attached hereto) will apply.

Place, Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**I am aware that if my application is accepted by the Foundation for Student Housing, I cannot cancel the lease agreement (to be signed) and I must pay for the full rental term as specified above**

*Please send this form by e-mail to* [*wohnungsdienst@unisg.ch*](mailto:wohnungsdienst@unisg.ch)

***Receipt deadline:***  *Autumn - 15 May or Spring - 30 September*