



you must send written notice of your circumstances to the Residential Services team at the _____ as soon as reasonably practicable. The _____ may at any time request you to provide reasonable evidence of your situation. If such written notice is received by the Residential Services team

- f) You may ask for a transfer to an alternative _____ during the _____. The _____ has absolute discretion in considering your request. If you transfer to an alternative _____, you may be required to pay the reasonable costs incurred by the _____ for dealing with your request, up to a maximum sum of £50. The _____ will apply to the new _____.
- a) The _____ includes an annual bus pass with Wilts & Dorset Bus Company. If you do not want the bus pass, you must tell us when you accept the _____ and the _____ will be adjusted. You can cancel the bus pass before the end of your _____.

- vii) to take utility meter readings (if applicable);
- viii) to show the (including the) to prospective occupiers or buyers of the .
- e) For the purpose of this clause 9, the may send you notice by email or by hard copy. Emails may be sent using your university student email address.
- f) If you do not return the keys at the end of your (however that happens), the will charge you the reasonable cost of fitting new locks and programming / cutting keys. The estimated charges are set out in the .

- a) We are not liable for any loss or damage to you or your belongings or that of your unless it was directly caused by the negligence of the .
- b) Unless otherwise specified in this , any notice we give you under the may be delivered:
 - i) by hand to the ;
 - ii)