SUMMER SCHOOL 2015 ACCOMMODATION

What will my address be?

(Your name)
(Your flat number)
5 Praed Street
London W2 1NJ
UNITED KINGDOM

<table>
<thead>
<tr>
<th>Fee</th>
<th>£2600 (per person)</th>
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<tbody>
<tr>
<td>Accommodation dates</td>
<td>Saturday 13 June (at 1200) to Saturday 8 August 2015 (at 1200)</td>
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<tr>
<td>Application deadline</td>
<td>27 April 2015 (Places are limited so we suggest you apply early)</td>
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</table>

Payment information:

Full payment is due with immediate effect once you have been accepted onto the programme and we have received your successful accommodation application.

The full amount will be drawn from your chosen credit card. Your accommodation booking is not confirmed until the full payment has been settled and your accommodation contract has been signed and returned to us.

Housekeeping will have checked inventories prior to your arrival, therefore - during your stay and on your departure, should any items be found damaged, additional charges will be applied.

If keys are lost, locks will only be changed if the individual concerned is prepared to pay for the replacement.

Arrival & departure

Your room will be available from Saturday 13 June (at 1200) to Saturday 8 August 2015 (at 1200).

Bedroom (please note that room layouts will vary)
How many places are there?

There are a maximum of 29 places, set aside for London College of Fashion Study Abroad students. Students from other universities and countries will occupy the rest of the apartments in the building.

What will my accommodation consist of?

3 / 4 bedroom apartment (for 5 – 6 – 8 - 9 people), inclusive of bathrooms. The most likely configurations are; A three triple bedroom apartment or a 4 double bedroom apartment.

We cannot confirm which configuration of accommodation you will be in prior to arrival. You will select your room upon arrival on a first come, first served basis.

- Shared / triple bedded or bunk bed rooms, with shared bathroom facilities.
- Bedrooms are simply furnished with a wardrobe, chest of drawers and bedside table
- Shared kitchen with: washer dryer, stove, oven, microwave and fridge freezer
- Each apartment has a living room / diner with 1-2 sofas, dining room table and chairs, tv / dvd player. There is no cable / satellite facility.

Amenities

- A telephone (incoming calls only) in each apartment. (Outgoing calls restricted to pre paid phone card)
- Smoke detectors are fitted in hallways, fire extinguishers and blankets in kitchens
- There is a fire alarm system throughout the building

What services are provided?

- Mail holding service
- Weekly cleaner service
- Full maintenance cover during working hours (limited at weekends to emergencies)
- WIFI internet access
- CCTV

What else is included?

- Bedding a duvet (comforter), duvet (comforter) cover, pillow, pillow case, bed sheet). You will need to bring all your own towels.
- Basic crockery, cutlery and cooking utensils
- Free internet access see below

Internet

You will receive 2000 minutes per week of free WIFI (updated every Sunday) in the apartments. Additional minutes can be purchased. There is free WIFI at all London College of Fashion sites. If you wish to use the WIFI please bring your own laptop.
Terms & conditions of housing offer

Your accommodation is confirmed once the fee has been paid in full and you have confirmed/signed your tenancy agreement. If your credit card company declines the fee your place will not be held for you and may be offered to another student.

What if I have to withdraw from the housing offer?

All requests to withdraw must be made by email to studyabroad@fashion.arts.ac.uk

- If you withdraw up to 8 weeks before the date of occupation you will receive a refund of your housing fee less an administration fee of £100.00 plus a handling charge of £50.00.
- If you withdraw within 8 weeks of the date of occupation you are liable for the full housing charge, unless the place can be re-allocated to another student.
- If the place is re-allocated we will charge an administration fee of £100.00 plus a handling charge of £50.00.

Insurance

Please arrange your own independent insurance cover for personal belongings as insurance is not included in the accommodation price.

How to apply?

Complete the application form. If you require meet and greet please complete the application form as soon as you have booked your flights.

What if I want to arrive earlier or decide to stay for longer?

There will be an additional fee to pay for additional days. These are available upon request

How will I know if I have a place?

You will be notified by email or by phone. Please contact us should you have a pending application form and would like to find out if your application has been successful.

Transportation

A ‘Meet & Greet’ service is available for £90.00 from any London airport. You will be met at the airport and dropped off at your accommodation. Please complete the meet and greet form by 1 June 2015.

How will the meet & greet service work?

Information will be sent to you once your meet & greet booking form has been received and payment has been confirmed.

What if I fail to notify the meet and greet facility if there are any changes to my arrival?

If you do not inform us of changes to flights before you leave, the driver will wait for a reasonable length of time, until the flight has cleared, then he will leave. You will still be liable for the full fee and possible waiting time.

What will happen on my arrival at the accommodation?

If you book the ‘meet & greet’ service then the driver will take you to Landward Apartments to collect your Praed Street keys. The driver will then take you to Praed Street.

If you are making your own way to the apartment from an airport then proceed directly to: Landward apartments Harrowby Street, London, W1H 5HB (020 3393 0700) to collect your keys before proceeding to Praed Street.
Useful information

There are no luggage storage facilities should you decide to arrive early / leave later than the semester.

Electrical appliances

UK electrical circuits run at 240 volts. Electrical items will need a transformer.

Do not overload the circuits by having too many appliances on at the same time. It is illegal to use any electrical appliance in the bathroom (shavers are the only exception).

Cleaning

The apartment will be cleaned once a week. Cleaner’s duties:

- Changing pillow cases and flat sheet. It is your responsibility to launder your duvet cover (towels are not supplied)
- Dusting and vacuuming of all accessible areas
- Cleaning kitchen and bathroom floors/surfaces
- Cleaning of bathroom suite
- You will be expected to make your apartment presentable for the cleaners to service

Cleaner’s duties do not include:

- Picking up after you
- Washing up
- Taking out the rubbish/garbage

Valuables

There is a safe in every apartment. LCF or your landlords will not assume responsibility for lost or stolen items whilst you are in London. You should arrange personal insurance to cover you and your belongings.

Guests

Guests are not permitted to stay due to fire regulations.

Smoking

It is illegal to smoke in public buildings in the UK. Your deposit will not be returned should your apartment require additional cleaning to remove smoke smells.

Socially acceptable behaviour

Do maintain reasonable quiet at all times, especially between 2200 and 0800. There is an excessive noise ordinance in London. If a neighbour complains about you or your flatmates, an environmental health officer can be called 24 hours a day. A fine of up to £5000 can be imposed.

What happens if I have problems with the accommodation?

On your arrival if something is very wrong (ie. malfunctioning appliances etc.) please inform the 24 hour reception at the Landward Apartments in the first instance. Their number is 020 3393 0700. If things are still not right, contact the Study Abroad office on the next working day.

There are bound to be other things that you need to know or are unsure of feel free to contact us at any time and we will do our best to help.

We look forward to meeting you in London!

Hannah Svensson Macleod, Study Abroad Co-ordinator at London College of Fashion
TENANCY AGREEMENT

Date: 27 April 2015
Landlord: London Artscom Limited: London College of Fashion
University of the Arts London
Of: 20 John Prince’s Street, London W1G 0BJ

Tenant (Student name(s)): x
Of (Student address): x

Property: A flat at Praed Street Apartments, 5 Praed Street, London W2, UNITED KINGDOM
Contents: The furniture, furnishings, equipment and other goods in the Property listed in the attached Inventory

Lease Period: Saturday 13th June 2015 mid day to Saturday 8th August 2015 mid day. A total of 8 weeks
Rent: £2600 per person
Rent Days: 27 April 2015

The Landlord lets the Property and the Contents to the Tenant, at the Rent for the Tenancy Period on the Letting Terms set out in this Tenancy Agreement as varied or supplemental by any Special Letting Terms.

This Lease Agreement supersedes and replaces any previous existing lease arrangements between the Landlord and the Tenant, which are no longer in force.

The Landlord’s name and address set out above are to be used by the Tenant for all notices (including those in legal proceedings) until the Tenant receives written notification of a different name or address for the Landlord.

Standard Lease Terms

In these Letting Terms:-

(a) provisions relating other Property apply to every part of it and its fixtures fittings and decorations;
(b) when two or more persons are together the Landlord or the Tenant, they are responsible for their obligations both jointly and severally;
(c) the Landlord includes the persons from time to time entitled to receive the Rent;
(d) if the Landlord holds the Property on a lease, the Landlord will procure that (where appropriate) his obligations are fulfilled by the superior landlord; and
(e) the headings are only for convenience and are not part of the Letting Terms.

A. Landlord’s Obligations

A1. Occupation by Tenant

The Landlord will give the Tenant exclusive uninterrupted occupation of the Property, together with the exclusive use of the Contents, during the Lease Period for as long as the Tenant complies with the Tenant’s Obligations under this Lease Agreement.

A2. Main Repairs

The Landlord will maintain in good condition:-

(a) the outside of the Property;
(b) the main structure of the Property; and
(c) the fixed gas, electrical and heating appliances in the Property,
but this does not include remedying any damage caused by the Tenant unless the cost is met by insurance under clause A4.

A3. Landlord's Obligations

The Landlord will:

(a) if the Landlord holds the Property on a lease, pay the rents and other sums payable under that lease and will observe all obligations imposed on him by that lease except for those which are the Tenant’s obligations under this Lease Agreement;
(b) pay the Council Tax or similar tax in respect of the Property or its occupants for the Tenancy Period;
(c) pay the water charges for the Property; and
(d) pay all charges for gas and electricity services consumed on or supplied to the Property during the Lease Period, including standing and rental charges as well as charges for units consumed or used, and including a proper part of any sums paid for period starting before or ending after the Lease Period.

A4. Insurance

The Landlord will:

(a) arrange for the Property and the Contents (but not the Tenant's or the Occupier's possessions) to be insured under comprehensive insurance policies;
(b) use all reasonable efforts to arrange for any damage caused by an insured risk to be remedied as soon as practicable; and
(c) refund to the Tenant any Rent paid for any period in which the Property is uninhabitable or inaccessible as a result of such damage, any dispute as to the refund to be decided by arbitration,

but (b) and (c) will not apply if the insurers refuse to pay out the policy monies because of anything the Tenant has done or failed to do.

B. Tenant's Obligations

B1. Payment of Rent

The Tenant will pay the Rent on the Rent Days without any deduction or set-off.

B2. Interest on late payment

If the Tenant fails to pay, within 7 days of the due date, any amount of Rent or other sum payable to the Landlord under this Lease Agreement, the Tenant will, on demand, pay to the Landlord interest on that amount at the rate of one percent per year above the base rate of a London clearing bank chosen by the Landlord calculated from the due date until actual payment.

B3. Use of the Property and Contents

The Tenant will:

(a) use the Property and the Contents carefully and properly and will not damage them;
(b) take proper precautions to prevent the escape of water from the Property; and
(c) not bring any dangerous substances onto the Property or do anything which may invalidate the insurance of the Property or the Contents or entitle the insurers to refuse to pay out policy monies or to increase the insurance premiums.

B4. Maintain and condition of the Property

The Tenant will:

(a) keep the inside of the Property in as good condition as at the date of this Lease Agreement;
(b) have any chimneys and flues of the Property swept and cleaned whenever necessary; and
(c) properly tend any garden forming part of the Property and any houseplants planted windowboxes or planters,

but, if the Tenant complies with clause B5, the Tenant will not be responsible for fair wear and tear caused by normal use.
B5. Replace damaged items

The Tenant will upon demand pay for or replace:

(a) broken glass;
(b) any Contents which are damaged, destroyed or lost; and
(c) any components of gas, electrical, heating or other appliances which become defective due to misuse.

B6. Allow entry by the Landlord and Agent

The Tenant will, and will ensure that the Occupier will, allow the Landlord or the Landlord’s Agent and any superior landlord (and where necessary with workmen and others) at all reasonable times during the Lease Period on reasonable prior notice (or without notice in emergency) to enter the Property for the purpose of:-

(a) repairing or painting the outside of the Property or carrying out any structural or other necessary repairs to the Property; or
(b) examining the state and condition of the Property and of the Contents; or
(c) (in the last month) showing the Property to prospective tenants or purchasers.

B7. Notice to repair

If the Landlord or the Landlord’s Agent gives the Tenant written notice requiring the Tenant to remedy any failure by the Tenant to comply with clauses B5 to B7 above, the Tenant will carry out the necessary remedial work within one month from being given the notice.

B8. No assigning or underletting etc

The Tenant will not:-

(a) assign, underlet, charge or part with possession of the whole or any part of the Property;
(b) take in lodgers;
(c) share occupation of the Property with any person; or
(d) sell, lend, charge or otherwise dispose of, or part with possession of, any of the Contents.

B9. Private residential use only

The Tenant will not carry on any profession trade or business whatsoever at the Property but will use it only as a private residence for the Occupier(s) personally.

B10. Proper conduct

The Tenant will not, and will ensure that the Occupier(s) will not:

(a) do anything at the Property which is illegal or immoral or is a nuisance disturbance or annoyance to the Landlord or to the occupiers of any adjoining premises;
(b) hang on the outside of the Property any flowerbox flowerpot or similar object or any clothes or other articles;
(c) block, or put noxious or damaging substances into, the sinks baths lavatories cisterns or waste or soil pipes in the Property or allow them to overflow;
(d) leave the entrance doors of the Property open;
(e) play any audio equipment or musical instrument or otherwise make any sound in the Property so as to be heard outside the Property;
(f) use in the Property any electrical device which is not fitted with an effective suppressor;
(g) use any television in the Property without holding a television licence;
(h) change any of the locks of the Property or have any duplicate keys made; or
(i) keep any dog, cat, bird or other animal or reptile in the Property.

B11. No alterations

The Tenant will not and will ensure that the Occupier(s) will not:-

(a) alter or add to the Property internally or externally;
(b) decorate the exterior of the Property;
(c) change the décor of the interior of the Property;
(d) erect any external aerial or satellite dish at the Property.
B12. Pass on notices

Within seven days of receipt, the Tenant will give to the Landlord a copy of any notice, order or legal proceedings relating to the Property received by the Tenant or the Occupier(s) from any superior landlord, government department, local or public authority or other party.

B13. Obligations at end of Lease Period

The Tenant will upon demand pay to have all carpets, curtains, linen, blankets, counterpanes and upholstery in the Property professionally cleaned subject to fair wear and tear.

At the end of the Lease Period (however it ends) the Tenant will:

(a) hand to the Landlord or the Landlord’s Agent all keys to the Property;
(b) give the Landlord vacant possession of the Property;
(c) leave all the Contents in the Property in the same rooms and positions as at the start of the Lease;
(d) ensure that the Property and the Contents are completely clean and tidy and are in the condition required by these Lease Terms; and
(e) attend an inspection of the Contents to be carried out by the Landlord’s representative.

C. Termination

C1. Landlord’s right to termination

The Landlord is entitled to terminate this Lease Agreement by entering the Property if:

(a) any instalment of the Rent is not received in full within twenty eight days of the due date (whether or not the Landlord formally demands it); or
(b) the Tenant fails to comply with any of the Tenant’s obligations under this Lease Agreement; or
(c) the Tenant enters into liquidation or administration or has an administrative receiver or receiver appointed over any of its assets; or
(d) the Tenant (without making arrangements with the Landlord or the Landlord’s Agent) leaves the Property vacant or unoccupied.

C2. Effect of Termination

Termination of this Lease Agreement under clause C1 ends the Tenancy period but does not release the Tenant from any outstanding obligations

D. Student Tenancy

This agreement is a student tenancy under paragraph 8 of Schedule 1 to the Housing Act 1988 and it does not affect the Landlord’s disciplinary powers in relation to the Tenant as a student of the London College of Fashion, University of the Arts London.

SIGNED for and on behalf of the Landlord

........................................................................................................ Name

........................................ Date

This is a legally binding agreement and you are recommended to take independent legal advice.

SIGNED by the Tenant

........................................................................................................ Name

........................................ Date