

Rental agreement

I (name written below) hereby rent the Guckelsberg dormitory's rooms marked below of for **exclusive private usage**. I confirm that the requirements for tidiness were fulfilled at the beginning of the rental and will leave the rooms in the same state I found them.

Name _____

Flat _____ Date _____

Rooms	Room	Rent	Deposit	
			Noise	Tidiness
<input type="radio"/>	kitchen only	2 €	-	20 €
<input type="radio"/>	television room only	8 €	30 €	20 €
<input type="radio"/>	kitchen and TV room	10 €	30 €	20 €

These are the minimum requirements for tidiness:

Kitchen

- Dishes were washed, dried and put away
- The stove and the stove hood have been cleaned
- The oven's inside was cleaned
- Sideboard cleaned (with a wet cleaning rag, so it's free of crumbs and fat stains)
- Potential leftovers were removed from the fridge and icebox
- Empty bottles, packages, wrappings, etc, were thrown away
- The kitchen's garbage bin was emptied into the blue bag and the bin bag was replaced. (If the blue bag was filled beyond the red marking, it has been carried downstairs)
- The floor was swept

Kitchen / Roof / TV Room:

- Vacuum-cleaned the common room floor (if needed)
- All furniture removed from the common room was returned
- Arranged furniture in a sensible/functional way
- Cleaned tables (possibly with a wet rag)
- If needed, the garbage bins were emptied and the garbage bags replaced
- All working surfaces and circulation spaces are tidy and uncluttered, and all objects are back at their original place

The tidiness deposit is returned if all requirements stated above are fulfilled when returning the kitchen key **without** explicit demand. The noise-deposit is returned, if no complaints reach the chairmanship within 24 hours. Without sufficient tidiness or in case of complaints the deposit will be retained at the roof tutors' own discretion partially or as a whole.

The renter has read, understood and accepted this check list as well as the usage and rental agreement for the roof.

date renter's signature roof tutor's signature

Receipt

I, as roof tutor, hereby confirm the reception of ____ € rental and deposit.

date roof tutor's signature

Key- Receipt

I have received the key for the kitchen and I take full responsibility for content and tidiness of the kitchen until I return the key to the roof tutor.

date renter's signature

Deposit- Receipt

I received ____ € as back from the roof tutor from my initial deposit. I accept that any potential remainder will be retained and I will not issue any further claim against the dormitory.

date renter's signature

Return- Receipt

I confirm as roof tutor, that the key for the kitchen was returned.

date roof tutor's signature