

ACCOMMODATION APPLICATION FORM (2019)



TAYLOR'S
HOSTEL MANAGEMENT

Level 1, The Boardwalk
No. 2, Jalan Taylor's, 47500 Subang Jaya
Selangor Darul Ehsan, Malaysia
Tel : 603-5631 3400 Fax : 603-5631 3457
Email : taylorshostel@taylors.edu.my

For Office Use

Attended By :

Remarks :

KINDLY COMPLETE THIS FORM IN CAPITAL / UPPERCASE LETTERS TO FACILITATE ACCURATE PROCESSING.

1. Please read and understand the **Conditions of Reservation** before submitting the application form.
2. Payments can be made via Cash / Crossed Cheque / Credit Card / Bank Draft or Telegraphic Transfer in favour of **Taylor's University Sdn Bhd.**

It is the applicant's responsibility to provide updated and accurate information below, in order to receive relevant communication and notices from Taylor's Hostel Management.

Personal Information

Name (as per NRIC or Passport)	<input type="text"/>		
Gender	<input type="checkbox"/> Male	<input type="checkbox"/> Female	Student ID <input type="text"/>
Date of Birth	<input type="text"/>	NRIC / Passport No.	<input type="text"/>
Country	<input type="text"/>	Nationality	<input type="text"/>
Mobile Contact No.	<input type="text"/>	Home Contact No.	<input type="text"/>
	<i>Please include international calling code.</i>		<i>Please include international calling code.</i>
E-mail Address	<input type="text"/>		
	<i>Taylor's student email address will NOT be accepted. Please provide personal / main email address.</i>		
Home Address	<input type="text"/>		
	<input type="text"/>	Post Code	<input type="text"/>
Medical Condition (if any)	<input type="text"/>		
	<i>Please provide medical report for our record & reference in case of emergency.</i>		

Contact Information - Parent / Guardian / Next of Kin

NOTE: Local or Foreign Agents are NOT recognised in this capacity.

Name (as per NRIC or Passport)	<input type="text"/>		
Home Address	<input type="text"/>		
	<input type="text"/>	Post Code	<input type="text"/>
Contact No.	<input type="text"/>	Relationship	<input type="text"/>
	<i>Please include international calling code.</i>		
E-mail Address	<input type="text"/>		
	<i>Please provide personal / main email address for parent / guardian / next of kin.</i>		

Enrolment & Check-In

Programme Enrolled	<input type="text"/>
Programme Commencement Date	<input type="text"/>
Expected Check-In Date	<input type="text"/>

How Did You Hear About Us?

<input type="checkbox"/> Website	<input type="checkbox"/> Social Media (Facebook, etc.)	<input type="checkbox"/> Friends and Family	<input type="checkbox"/> Event / Roadshow	<input type="checkbox"/> Brochure / Flyer
<input type="checkbox"/> Taylor's Student / Alumni	<input type="checkbox"/> Others	<input type="text"/>		
	<i>Please provide name of student / alumni.</i>	<i>Please provide brief details.</i>		

Selection of Accommodation

Please Indicate Preference (1-3)	No. of Pax Per Room	Room Type	Monthly Rental (RM)	Deposit (RM)	6 Months Advance Rental (RM)	Total First Payment (RM)	Total First Payment (est. in USD)
U Residence, Taylor's Lakeside Campus							
	1	En-Suite Single	1,500	2,500	9,000	11,500	3,300
	2	En-Suite Twin	990	2,500	5,940	8,440	2,450
	1	Standard Single*	1,200	2,500	7,200	9,700	2,800
	2	Standard Twin*	890	2,500	5,340	7,840	2,250
	1	Standard Single (with kitchenette)*	1,300	2,500	7,800	10,300	2,950
	2	Standard Twin (with kitchenette)*	990	2,500	5,940	8,440	2,450
Ruemz, Taylor's Lakeside Campus							
	2	En-suite Twin	1,200	2,500	7,200	9,700	2,800
	2	Superior En-suite Twin	1,300	2,500	7,800	10,300	2,950
	2	Deluxe En-suite Twin	1,400	2,500	8,400	10,900	3,150
	1	En-suite Single	1,750	2,500	10,500	13,000	3,750
	1	Superior En-suite Single	2,070	2,500	12,420	14,920	4,300
<p style="text-align: center;">Estimated Currency Exchange Rate : USD1.00 = RM3.50. The exchange rate shown is subject to bank charges and fluctuations in currency. Any difference shall be dealt with accordingly. All fees are payable in Ringgit Malaysia (RM).</p> <p style="text-align: center;">*Residents of this room type will share an apartment with washroom and pantry (including microwave, fridge and individual storage spaces). Cooking is ONLY ALLOWED in APARTMENTS WITH KITCHENETTE. Common Kitchen facility is available on Level 1 for all residents. Residents are required to bring their own pillows, duvet, bed sheets, towels, toilet linens, toiletries, cooking utensils and cutlery.</p> <p style="text-align: center;">All residents are expected to help maintain the general cleanliness of their respective apartments and all common areas.</p>							

Conditions of Reservation

- Only registered Taylor's University or Taylor's College students may apply for accommodation with Taylor's Hostel Management.
- All successful applicants are required to fulfil an initial **one-year** tenancy agreement.
- Applicants are required to pay a deposit of **RM2,500 (or USD700 for international students)** when submitting the application form. Unless officially notified by Taylor's Hostel Management in writing, the deposit does not guarantee confirmation of desired room type at selected location.
- The deposit is refundable upon the following conditions:
 - The applicant cancels the room booking with written notice a minimum of one (1) month **before** the PROGRAMME COMMENCEMENT DATE, **OR**
 - The applicant fulfils the initial **one-year** tenancy agreement, and subsequent renewed tenancy (if any).
- Should the applicant fail to check-in **after** the PROGRAMME COMMENCEMENT DATE, no refund will be given for all payments made and the room reservation will be released immediately without further notice.
- Applicants are required to pay **six (6) months advance rental** prior to check-in. Thereafter, rental must be paid every six (6) months in advance.
- Rental rates are subject to change. Taylor's Hostel Management will do its best to inform all affected residents. Any other charges including, but not limited to, utilities and penalties will be imposed at the discretion of Taylor's Hostel Management.
- Based on check-in date, the following shall apply:-
 - From 1st to 15th of the month - full month rental
 - From 16th to 31st of the month - half month rental
- Rental rates are inclusive of 240 hours complimentary prepaid air conditioning usage per room. Top-ups are available.
- Rooms are allocated on first-come-first-serve basis at the discretion of Taylor's Hostel Management. All reservations made are not transferable.
- All refunds must be claimed by the applicant or the applicant's parent/guardian/next of kin within one (1) year from the check-out date. Any claims thereafter will not be entertained.
- Taylor's Hostel Management reserves the right to proceed with any and all refurbishment, improvement, inspection and/or maintenance works in all units and rooms as and when necessary. Residents may not deny any THM staff/THM-appointed contractor entry into any and all units and rooms.
- Taylor's Hostel Management reserves the right to change/amend any of the conditions stated above where necessary without prior notice.

Declaration

- I understand and accept the above Conditions of Reservation, and undertake to make payment of all sums due in a timely manner if my application is successful.
- I declare that the particulars in this application form are true to the best of my knowledge, and I have not willfully suppressed any material fact.
- I will not hold Taylor's Hostel Management accountable for any incident or delay that occurs due to inaccurate or outdated information.
- I undertake to abide by the House Rules and agree to any and all penalties as deemed appropriate by Taylor's Hostel Management.
- By submitting this application form, I and my parent / guardian / next of kin accept and agree to receive any and all relevant communications and updates from Taylor's Hostel Management.

Signature of Applicant

Date