**VARNA UNIVERSITY OF ECONOMICS**

*Bulgaria, Varna 9002, 77 Kniaz Boris I Blvd.,*

*International Relations Office - 🕿 (+359 52) 830 812 E-mail:* [*incomingmobility@ue-varna.bg*](mailto:incomingmobility@ue-varna.bg)

**HOUSING APPLICATION**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Names: | | | □ smoker  □ non-smoker | | □ male  □ female |
| Date & place of birth: | | | Present mailing address: | | |
|  |  |  |
| Nationality: |  |  | Telephone (incl.codes):  Present address is valid until: | | |
| Home University: | | | Field of study: | | |
| I need housing:  In a single room  In a double room  In a triple room | From (day/month/year)\* | | | Until (day/month/year)\* | |
| \* Please fill in the actual day of your arrival in Varna! Note that rent must be paid from the 1st of every  month, even if you arrive a few days after! | | | | | |
| Special request for housing: | | | | | |
| **Terms and Conditions:**   * The International Relations Office arranges rooms for foreign exchange students if the complete set of application forms is sent before the deadline. * The rooms will be distributed on a "first come, first served" basis. * We are only able to offer you a room once, so if you do not accept the room we offer you, you will have to find a room by yourself. * The rooms are furnished. You must provide only your own towels. These can be bought cheaply in Varna. * The Dormitory reserved its right to make changes in the room distribution while your stay. * The monthly rent for a bed in a triple room is 110 euro, in a double room - 130 euro, in a single room - 150 euro. It starts on 1st or on 15th of every month, depending on the date of arrival. Those students, who arrive on or after the 15th of the month, pay 50% of the corresponding first monthly rent.   The rent has to be paid to the following bank account **not later than two days after check-in**:  **University of Economics – Varnа**  UNICREDIT BULBANK  IBAN: BG87UNCR70003425163758  BIC:UNCRBGSF     * **A security deposit in the amount of the monthly rent has to be paid one month before arrival** by bank transfer to:   **University of Economics – Varna**  UNICREDIT BULBANK  IBAN: BG35UNCR70003625163756  BIC: UNCRBGSF   * The deposit will be fully reimbursed by bank transfer within 1 month after leaving, if the room has been found to be in a satisfactory condition, and all bills have been paid. In case of damages or dirtying the common area, the cost of the missing or damaged property will be taken from the deposit in triple amount. * You are responsible for the rent during the period you indicated in this form. This means that if you do not arrive on the exact date you mentioned, you will be charged with the possible loss of rent. * If, because of an emergency, you are unable to come to Varna to study, please inform the International Relations Office. | | | | | |
| Please return this form via e-mail to **incomingmobility@ue-varna.bg** and bring the originals to the International Office upon your arrival: | | | | | |
|  | International Relations Office Varna  Varna University of Economics  77 Kniaz Boris I Blvd. 9002 Varna Bulgaria | | |  |  |
| With my signature I confirm that I have read the Terms and Conditions and the Regulations of using the dormitory (see page 2.) and agree with them. | | | | | |
| Place and date: | | Students' signature: | | | |

**REGULATIONS FOR DORMITORY RESIDENTS**

**The Residents are required to:**

* Adhere to these Regulations and the National legislation concerning student dormitories.
* Arrange in due time their stay and address registration.
* Preserve the room and equipment they use.
* Pay their rent on time (by the 5th of each month) and the cost (based on market prices) of missing or damaged property, if any.

**The Residents are forbidden to:**

* Move from one room to another without permission or move the property from one room to another.
* Bring and consume alcohol inside the dormitories (forbidden by Bulgarian laws in all student dormitories on the territory of Bulgaria).
* Scream, sing or play music loudly or make noise.
* Throw garbage and objects out of the windows.
* Hammer nails, stick photos/posters, press clippings, etc. on the walls and furniture.
* Smoke inside the dormitory buildings.

**Please note that any non-compliance to these Regulations may lead to removal from the dormitory.**