

## **Special Accommodation Support for Students and Guests of FAU Friedrich- Alexander Universität Erlangen - Nürnberg**

If you come to Erlangen at very short notice and are not able to find accommodation, you can apply for the mediation of a furnished room or furnished apartment by Mitwohnzentrale Franken/ wohnref Erlangen. As a student or guest of FAU you will only have to pay a reduced mediation fee.

The mediation fee depends on the length of your contract.

The rental periods usually range from three months up to six months or one year or even for an unlimited period of time.

If you sign a rental contract for three months, the mediation fee will amount to 50% of the rent plus 19% VAT.

If you sign a rental contract for between four months and six months, the mediation fee will amount to 75% of the rent plus 19% VAT.

If you sign a rental contract for between 7 months and 12 months, the mediation fee will amount to 100% of the rent plus 19% VAT.

If you sign a rental contract for an unlimited period of time, the mediation fee will amount to 150% of the rent plus 19% VAT.

Please find attached the current conditions as well as the regular (non reduced) prices of Mitwohnzentrale Franken/ wohnref Erlangen. However, you will only have to pay the reduced prices as stated above!

"Furnished room" or "furnished apartment" usually means that the room is equipped with bed, desk, table, chair, shelf, wardrobe, kitchen and bathroom. Sometimes, electricity, heating and internet have to be registered and paid extra by the tenant. As the offers differ, please read every offer carefully. Generally, rental periods start on the 01st of the month (e.g. March 1st, April 1st, etc) and you have to pay rent for the whole month even if you do not live in the apartment for the whole time.

If you are interested in the mediation of furnished accommodation, please fill in this form and sign it on this page as well as on page 3. Then send it back to accommodation@fau.de (a scanned version by email, e.g. PDF). The accommodation team will forward it to Mitwohnzentrale Franken/wohnref Erlangen and this company will then contact you by email and suggest a maximum of three possible rooms or apartments. You can then decide in favor of one of the suggestions. If a deadline is given for your decision, please meet it.

Before you move in to your new room or apartment, you will have to pay the mediation fee, the first monthly rent and a security deposit (the amount of two monthly rents). The rent must always be paid at the beginning of a month. You will receive the banking details of Mitwohnzentrale Franken/wohnref Erlangen and of the landlord when you sign the lease contract.

The security deposit will be returned to you after you move out. Usually, it is credited on your German bank account. The exact amount of the deposit returned to you will depend on the condition of the room and on final assessment of the side costs (e.g. heating, water, electricity, garbage, etc.). According to the law, the landlord can keep the security deposit for up to six months - very often, it is paid back before then.

The whole area of Nürnberg/Fürth/Erlangen and the surrounding cities and villages have a very good, reliable and safe public transportation system. This makes it easy for you not only to concentrate on the city of Erlangen, but also to accept offers from the neighbouring towns and villages.

**I accept the Mitwohnzentrale Franken/ wohnref Erlangen General Terms and Conditions and will pay the respective mediation fee.**

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Place, Date

Signature

**Mediation of Furnished room by Mitwohnzentrale Franken/WohnRef**

This form has to be filled in completely. Please sign twice (on the first and third page above the fields "signature") and send a scanned version (pdf) back to accommodation@fau.de. It is also necessary to attach a copy of your passport.

**1) Student Information**

<b>Family Name</b>	<b>First Name</b>	<b>Gender</b>
		Male
		Female
<b>Nationality</b>	<b>Age</b>	<b>Smoking</b>
		Smoker
		Non-Smoker
<b>Home Address</b>		
<b>Street</b>	<b>City</b>	<b>Country</b>
<b>E-Mail</b>	<b>Mobile Phone</b>	<b>Phone Number in Germany</b>
<b>Field of Study and Degree</b>	<b>Academic Supervisor</b>	
<b>Address of University Institute</b>	<b>German Language Skills</b>	
	none	
	basic	
	fluent	

## 2) Furnished Property Required

<b>Rental Start</b>	<b>Rental Period</b> from	<b>to</b>	<b>Duration</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>	up to 6 months up to 1 year unlimited
<b>Total number of Persons</b>	<b>name and age of included children</b>	<b>Location</b>	
		Erlangen and Surrounding Fürth and Surrounding Nürnberg and Surrounding	

### Type of housing

Room in a shared apartment  
1 room flat  
2 room flat  
3 room flat  
4 room flat  
house

### Max. rent incl. auxillary costs

Moving in normally takes place from Monday to Friday between 8am and 4pm. A moving-in appointment needs to be arranged and confirmed on individual basis before your arrival in Germany.

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**Place, Date**

**Signature**

## Mitwohnzentrale Franken Agency Fees

Unless otherwise agreed, the following agency fee calculations are based on the rent inclusive of ancillary costs in the case of furnished properties, and the rent exclusive of ancillary costs in the case of unfurnished properties. Subsequent changes to the rent shall not affect the agency fee. The agency fees are based on the rental period (as per the rental agreement) and the monthly rent.

Contract customers shall receive a 25% discount on conclusion of rental agreements of unlimited length	
1 month:	0.25 + VAT = 0.30 months' rent
2 months:	0.40 + VAT = 0.48 months' rent
3 months:	0.60 + VAT = 0.71 months' rent
4 months:	0.80 + VAT = 0.95 months' rent
5 months:	1.00 + VAT = 1.19 months' rent
6 to 12 months:	1.25 + VAT = 1.49 months' rent
13 to 18 months:	1.50 + VAT = 1.79 months' rent
19 months to unlimited length:	2.00 + VAT = 2.38 months' rent (max. agency fee)
for 6-month rental agreement:	only 1.00 + VAT = 1,19 months' rent instead of 1.25 + VAT = 1.49 months' rent

**The agency fees include German VAT at the statutory rate, currently 19%.**

**Part months shall be charged as full calendar months.**

Fees are payable on all lease extensions up to a maximum of 2 months' rent + VAT = 2.38 months' rent payable immediately on conclusion of the rental/tenancy agreement.

### General Terms and Conditions

1. If the property is leased to the client through the agency of or information from Mitwohnzentrale Franken – whether by written or oral agreement with the lessor – the client shall have an obligation immediately to notify Mitwohnzentrale Franken thereof and pay the agreed agency fee in full.
2. The client shall have an obligation to notify Mitwohnzentrale Franken if no tenancy or rental agreement is concluded or if the agency service is no longer required for other reasons. If no tenancy is created, the client shall have the option to receive new offers from Mitwohnzentrale Franken or terminate the service.
3. If the agency service is terminated by the client, the client shall declare that the offers received from Mitwohnzentrale Franken have not led to creation of a tenancy and that no further use will be made of the offers in the future.
4. The client undertakes not to pass offers received from Mitwohnzentrale Franken to third parties. If this undertaking is breached, the client shall be liable to Mitwohnzentrale Franken for the full agency fee.
5. Fees are payable on all tenancy agreements between the client and the provider or lessor, even where the prospective tenant was given the address by another party or the client is offered an alternative arrangement to that brokered by Mitwohnzentrale Franken by the same landlord. The agency fee shall also be payable if another party concludes the principle agreement instead of the client, provided that there is a close personal relationship between the two parties as generally recognized in family or company law.
6. It is expressly provided that Mitwohnzentrale Franken shall have no liability for brokerage which is not successful.
7. Any amendments or supplements to the agency agreement must be made in writing.
8. If any provision of this agreement should be or become, wholly or partly, invalid in law, this shall not affect the validity of the remaining provisions. In this case, the general sense of the contract shall be implemented.

The place of jurisdiction shall, where permitted by law, be Nuremberg.

**08/2013**