Managers Message

I hope that you have all gone well in your studies this year - for those that are graduating I offer you my congratulations - for those that still have a year or 2 or 3 to go I wish you all the best for next year!

If you are staying with Accommodation Services over the summer break please ensure that you have applied for a contract extension - if you are unsure please contact the office.

If you will be returning to residence in 2014 and need to arrange storage for your belongings please ensure that you have completed the necessary form and paid at the office. The container will be open weekdays 10-10:30am and 4-4:30pm - other times by appointment (see the office or RSOs). Please ensure you present your receipt when you arrive at the container - which is located behind the laundry at Investigator Hall.

Tania Harvey
Manager, Accommodation Services - Launceston
Tania.Harvey@utas.edu.au

Parking 2014

Changes to parking for 2014

In 2014 there will be a cost to obtaining a Residential Parking Permit - this permit enables you to park in the green dots which are all located close to a residential complex – the permit does not guarantee you a parking spot it is only a license to hunt for a spot. However if you do have residential permit and are unable to find a spot in the green dots you will be eligible to temporarily park in the voucher area (paid parking – blue dots) as overflow at no charge. You will **not** be able to park in the free parking area with a residential permit. Applications for a residential parking permit will be emailed through separately.

$147.00 per calendar year
$126.75 per academic year (1 semester rate available on request)

There are no short stay rates - minimum is 1 semester

In order to park in free parking (yellow dots) you would need to apply for a student permit - these permits are free and will not be distributed by Accommodation Services. You can only have 1 permit type displayed at any time. There are a number of free parking areas across campus - some are a distance away from where you will be living.

Please take notice of the colour of the ‘dots’ as they will determine who is eligible to park in that area – there will be some changes to these locations in 2014.
**Contract dates**

Your contract runs through to the 17th November and you will need to pay rent through to that time regardless of when you leave residence. If you are on direct debit the final payment of $171 will be taken out of your nominated account on the 8 November.

**Inventory Report**

Once you have vacated your room an Accommodation Services staff member will conduct an inventory / condition report. If there are damages to your room or if it is left in an untidy state you may be charged. If this is the case you will be notified via email.

**Bond Refunds:**

If you are not returning to residence in 2014 your security deposit refund will be actioned as soon as your inventory is completed and your last rental payment made. A refund can take up to 30 days to be processed.

In order to ensure that this is a smooth process please submit your refund form to the office, ensure that your account is cleared by the end of contract, and leave your room and kitchen cupboard clean.

**Summer Extensions - Keys**

If you have extend your contract dates even by a few days you will need to come to the office and have your card recoded – otherwise you will be locked out of residence at 1pm on Sunday 17th November.

Residents who are staying for an extended period will need to move to W Block at Leprena – you will be advised when you need to move and will be provided with a new key for that room.

**Check out information**

This check out guide is to help ensure that you leave residence without undue hassle or forgetting anything. It will also hopefully reduce the likelihood of you receiving additional financial penalties such as cleaning fines.

**IN PREPARATION FOR LEAVING**

Advise the Accommodation Services (AS) office if you are moving out before the end of the contract date (Sunday 17th Nov). If you are not returning to AS in 2014 please complete and submit your bond refund form.

If you would like to extend your contract past the 17th of November please contact the AS office ASAP to ensure that we have a place for you for the time you require. Please be aware that we do shut down blocks over the summer so you may be required to move for this period.

- **Bedroom:** Pack up all your things and check your drawers and shelves. Clean your room
- **Laundry:** Collect your clothes from the laundry and the washing lines
- **Communal Areas:** Take all your personal belongings, DVD’s, Gaming consoles etc.
- **Kitchen:** Pack up all your cookware from the kitchen, and also any food you want to take.
- **Food:** If you wish please leave any perishable usable food with a note for others to help themselves.

Should you wish to donate any non-perishable food or other items (such as utensils) please leave them in the City Mission Christmas boxes that have been placed in your kitchen.

**Storage:** There is only limited storage and is only available to returning residents. Storage forms can be found in the Info Stations or at the AS Office. Take your completed storage form to the AS office ASAP so you don’t miss out.

If you are storing items with us they must be placed in labeled boxes. We recommend cardboard boxes as plastic containers are brittle and often break from being moved or the weight of other boxes. Do not store items that are sensitive to heat as the Shipping Container they will be stored in has only limited ventilation.

**FINAL CHECK LIST**

- Room cleaned
- Mattress protector left on the bed
- Fridge and kitchen cupboards cleaned out
- Check Mail Room
- Shut your door when you leave
- Return to the AS office or leave in your room your; Key, Kitchen Key & Parking Permit

Double check with the AS office about your Reservation for 2014.
Newnham Apartments

Exciting new student accommodation
Ready for Semester 1 2014

Each newly built, single occupancy studio apartment has its own kitchen, bathroom and bedroom with study area.

Rent is $187.00 per week
Includes power, heating, water, maintenance

42-week contract

Inclusions
Queen size bed
Study space with ergonomic chair
Robes and mirror
Bar stool
Kitchen is outfitted with convection microwave, hotplates, kettle, toaster and full sized fridge
Swipe card access to rooms
Common/social spaces
Communal laundry
Academic programs
Pastoral care and security
High speed LAN and Wi-Fi access to UTAS network (charges apply for non-UTAS traffic)

The studio apartments are available to domestic and international students who meet eligibility requirements.

For more information:

Exit Survey

Tell us about your experience in residence. Information gathered from this survey helps us to improve our facilities and services.

http://us6.forward-to-friend.com/forward/show?u=664ff95e451aef094400d4a23&id=78ab9891f7

Please note for Newnham residents rather than an iPod Touch we will be issuing a Voucher to the winner so they can choose their own prize.
THE 2nd HAND RESOURCE SHOP

Accommodation Services facilitate a recycling program for the benefit of overseas and interstate students to reduce their setup costs when they arrive in Launceston.

When you leave residence please consider donating items you no long require to this program so that they can be made available to incoming students in 2014. We find that kitchen items, linen and other useful items such as clocks, hangers, washing baskets are the most in demand items as they are all things that people tend to arrive without because of luggage restrictions.

These items are provided at no or low cost (a donation is requested) and the money raised by the “sale/donation” of goods is used for the benefit of all new residents who arrive in Launceston via air transportation, in the form of a FREE “Start-up Kit”. Given this program is in its infancy for 2014 the kits will only be offered to new resident who avail themselves of “The 2nd Hand Resource Shop” at the beginning of semester 2014.

There is a collection point in each communal room for any goods that you would like to donate to this scheme.

Additionally any unopened food can be left for the City Mission Christmas appeal in the designated box in each kitchen.