

**01) Bank details for repayment of deposit**

Last name, first name:

**ID no.:**

(see rental contract)

Student residence:

Date of termination of contract:

**Move out date:**

IBAN:

SWIFT code (BIC):

Account no.:\*

Branch code:\*

**Bank:**

(Name and address\* of  
bank – including\* STREET,  
POSTCODE AND TOWN)

\* Fill in ONLY if your bank is in a NON-EU country

(Last name, first name of account holder)



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(Date and signature of tenant)

Email:

**02) New address after move out**

(Name c/o)

(Street, house no.)

(Postcode and town)

(Country)

I have read the privacy policy & agree that my data and information will be processed to handle my request.

**Information on repayment of deposit and utility billing**

Repayment of deposits will be made on a quarterly basis, this means in the second half of the quarter following the termination of the rental contract.

This means that if your rental contract terminates on

31 Jan. / 28 Feb. / 31 March, repayment will be made around the end of May.

30 Apr. / 31 May / 30 June, repayment will be made around the end of August.

31 July / 31 Aug. / 30 Sep., repayment will be made around the end of November.

31 Oct. / 30 Nov. / 31 Dec., repayment will be made around the end of February.

To be able to repay your deposit, we must have your complete address and bank details on file.

We will not be able to draw up and send you your final utility bill (electricity, water, heating, etc.) for the period between 1 January and the end date of your rental contract until the following year (around July/August). Therefore, please make sure we always have your current address and bank details on file. Please inform us in writing every time your address or bank details change.