

Accommodation Offer Letter - 2021-2022

Dear Student,

Offer Letter of Accommodation FE Under 18 – Standard room and 10 meals

(including 10 meals which can be used any time between Monday – Friday only) for a 41-week academic year, licence.

Please note meals not used for any reason, cannot be carried over to the following week or given to other students.

We are pleased to be able to offer you a place at Lackham Halls of Residence in Lacock, on a 41-week college year, licence.

You have been assigned a room, which is a Standard room with 10 meals half board - costing £133 per week for single occupancy. The full cost of your licence will therefore be £5,453 for single which is payable to the Finance department in the following instalments:

By three termly instalments. Single

- 30th October 2020 £1,818
- 30th January 2021 £1,818
- 30th April 2021 £1,817

We have endeavoured to allocate the room type applicants indicated as their choice, but this may not always be possible and may differ due to the ongoing Covid situation. By signing and returning your offer of Accommodation and Licence to Occupy, you agree to pay the fees for the room detailed above for the complete 41-week licence.

We reserve the right to make changes to the room allocated before the date of occupancy to meet business need.

You are required to provide a Guarantor who will take legal responsibility for ensuring that your residence fees are met should you in the first instance default. Your Guarantor will be required to underwrite fees plus any administration fees accrued.

- You should have paid £250 accommodation through the 'online shop' (refundable through your outstanding balance) Any charges for damage, missing items, excessive cleaning costs will be invoiced separately.
- Completion and return of residential accommodation all paperwork pack by scanned email, please do not post it.
- You are successfully accepted and enrolled onto a 10-week or more course.
- £25 mandatory Accommodation services and enrichment fee (please bring with you on starting).

Please read all documents included and make sure that you understand what is being requested of you, if you have any questions then please do not hesitate to contact a member of the Accommodation Team

Email: AccommodationLA@wiltshire.ac.uk

I will require the following accommodation:

<p>Offer of Accommodation FE Under 18 – Standard (including 10 meals Monday – Friday only) for a 41-week academic year licence.</p> <p>Please be reminded if you are receiving Accommodation bursary the bursary may not include the meal element cost. Meal costs may be invoiced directly to the parent/guardian to pay separately by the bursary team who will be in touch with you separately.</p> <p>Foods can be purchased by card or cash, during the day, evenings, and weekends, separately.</p> <p>Please note Accommodation staff do not deal with any finance or bursary information and you will need to contact these departments separately who deal with all payments and invoices.</p>	
<p>Single £5,453</p>	<input type="checkbox"/>
<p>Signed by Parent/Guardian:</p>	<p>Date:</p>
<p>Name</p>	<p>/ /</p>

Please sign and return BOTH pages, by email to the below email address by July 30th.

Please note Accommodation staff do not deal with any finance or bursary information or enquiries and you will need to contact these departments separately who deal with all payments and invoices.

We look forward to welcoming you to our Lackham Campus.

Yours sincerely

The Accommodation Team
 Email: Accommodationla@wiltshire.ac.uk

college