

# GENERAL INFORMATION

## The rental contract

The rental contract regulates the agreement between you as a tenant and SiØ as the landlord. As a tenant you are expected to study the stipulations closely. The routines of SiØ are based on these stipulations and students are therefore expected to know them.

## Contact information

The tenant is required to keep his/her contact information, e-mailadress and phonenumber, at [www.boligtorget.no](http://www.boligtorget.no), correct and updated.

## Allocation of a new flat / renewal of contract

Well before your present rental contract expires you will receive an application form for a new contract. This form must be returned within the deadline, if not, the possibility for a renewed contract will no longer apply and you will have to apply again at the next ordinary deadline. Your right to a renewed contract does not apply if you have not paid all former rent to SiØ.

## Deposit

The contract is not valid unless the deposit is paid. The deposit must be paid at [www.boligtorget.no](http://www.boligtorget.no) and will be used to cover damages, cleaning of the room, etc. Unless there are expenses to cover after you have left the room, the deposit will be returned to you as soon as possible. See the section "MOVING OUT". The contract is not valid until the deposit is paid.

## Rent

The rent is to be paid within the 15<sup>th</sup> of every month. You have to pay the rent at [www.boligtorget.no](http://www.boligtorget.no).

## Electricity

Electricity is included in the rent. Please use electricity with care to keep the costs as low as possible.

## Reminder, debt collection and eviction

Should rent not have been paid within the deadline one reminder is sent out notifying possible debt collection. Should the payment not be registered at SiØ within two weeks after the reminder, we will send the claim to the debt collector. Fees will have to be paid to the debt collector in addition to the rent and the reminder; otherwise, you may be evicted from the flat (§14 in the rental contract). In the case of eviction a further fee has to be paid.

## Applying for postponement of payment

Should you have difficulties in paying the rent you may apply for a deferment. This must be done in writing before the rent is due on the 15<sup>th</sup> of the month. Your application should state how and when you plan to pay the outstanding amount. Only written applications are valid, and the application is to be sent to [studentsamskipnaden@hiof.no](mailto:studentsamskipnaden@hiof.no)

## The Internet

All student flats have Internet connection. For use of the Internet, please contact the University College (see [www.hiof.no](http://www.hiof.no))

## Parking

Parking is only allowed in designated places; otherwise, your vehicle will be removed at your expense.

## Change of flats

For a change of flats you have to apply in writing. The condition is that you have paid all outstanding rent. When changing flats, you will have to pay for both flats in the

period when you have two sets of keys. You also have to pay the fee for changing of flats.

## Moving out

You are required to move out no later than 12:00 on the day when the contract expires. The flat is to be cleaned and the key is to be left with the caretaker or with the SiØ administration. The caretaker is not available for inspection on Saturdays, Sundays or holidays. If the caretaker finds defects or the key is not returned within the deadline, the tenant will receive a rental invoice for the period until the key was handed in. It is the intention of SiØ that the deposit should be returned as soon as possible. To ensure that this can happen, it's important that you get the caretaker to inspect your room and that you leave your IBAN and SWIFT/BIC at [www.boligtorget.no](http://www.boligtorget.no)

## Cleaning

Insufficient cleaning both during your stay and when moving out is subject to a cleaning fee. The cleaning fee will cover the cost of engaging an external cleaning company. When moving out you should book cleaning inspection one week before your move at [studentsamskipnaden@hiof.no](mailto:studentsamskipnaden@hiof.no), or you can make an appointment directly with the caretaker. Remember that common areas are also to be cleaned, as well as cupboards and electrical equipment.

## Lost keys

Should you lose your keys you will have to order a new set from the SiØ administration (at your expense).

## Fees

- Lost keys: NOK 500
- Change of flats: NOK 500
- Unlocking a tenant's flat outside opening hours: NOK 1000
- Cleaning – single room: tenant covers cost\*
- Cleaning – family flat: tenant covers cost\*
- Cleaning – common rooms: tenant covers cost\*
- Triggering the fire alarm : tenant covers the cost to the fire department apx :NOK 5000

\*the cost of engaging a cleaning company to clean

## Error notifications

All error notifications are to be reported at [www.boligtorget.no](http://www.boligtorget.no) unless the error is severe and you have to call the caretaker.

## Further information

For further information please see our website: [www.siof.hiof.no](http://www.siof.hiof.no).