



 English version

**CONTRACT OF RESIDENCE**  
**OCCUPANCY TITLE**

established between the undersigned :

The MAISON DES ELEVES INGENIEURS ARTS ET METIERS FOUNDATION, hereinafter referred to as the Foundation

Represented by Mr Christophe AUGIS, director of the residence, by delegation of the Board,

and Mrs, Ms, Mr .....

born on ..... in .....

It is agreed and set forth as follows :

The Foundation provides the hereinafter designated premises to the resident, who accepts them under the terms of this contract.

**Article 1 : Allocation of housing**

The status of the student status (submission of registration certificate and copy of student card is compulsory) and the level of education of the person determine the allocation of housing, as well as its duration.

The Foundation offers a furnished single room type accommodation,

Building : .....No..... floor....., which includes a sink, bathroom cabinet, bedside table, bed with bedding, chair, desk, and wardrobe for private use, as well as collective use premises : toilets, bathrooms, floor kitchens, floors, 2-wheeled vehicle garage, library, etc.

The resident declares to accept the housing offered.

**Article 2 : Duration of contract**

The duration of the contract is a maximum of one academic year, from September 1 to June 30 For students arriving during the year, the end of the contract may be set at June 30 or August 30 depending on arrival dates and applications for stay.

This contract takes effect on..... / .... / ..... for a minimum duration of one month. . The room is available from 16:30.

It shall end on ..... / ..... / ..... The room must be vacated before 12am that day.

The Foundation may not terminate this agreement without cause or shorten its duration as long as the resident meets his/her contractual obligations (see specific regulations) and meets the specific set conditions of reception and admission (student status, Master's level or equivalent).

During this period, the resident may terminate at any time his/her occupancy title with a notice period of one month in writing or sent by email to the Secretariat of the Elèves Ingénieurs Arts et Métiers Residence during office opening hours.

The resident may apply for an extension of stay in respect of the regulations of the CIUP if the duration has not reached one year, at least one month before the end of the contract. The Elèves Ingénieurs Arts et Métiers Residence has the faculty to reject this application, motivating its decision (lack of availability, status incompatible with the specific reception conditions, etc.) in writing or by email.

The Elèves Ingénieurs Arts et Métiers Residence may equally respond favourably to the application for extension, subject to changing the room. In this case, an addendum shall be prepared and attached to the first, taking into account the initial length of stay.

Readmission for another academic year is not a right. It is subject to creation of another registration dossier. And thus a new contract of residence-occupancy title

**Article 3 : Amount of the fee and entrance fees**

On registration, the resident must pay a deposit of € ..... and administration and registration fees of € 60.

At the signing of this title, the monthly fee is set at € .....

The fee is paid before the 5th of each month, accruing.

Fee tariffs and entrance fees are reviewed every year by the Board and applicable on the 1<sup>st</sup> of July each year.

The fee includes the cost of accommodation, use of furniture, use of common areas, water, electricity, heating, cleaning of common areas and maintenance, secure access to the Foundation.

Additional services are charged according to the services provided (additional bedding, keys, etc.)

The list of these services and their rates is given in the resident's welcome handbook.

In the event of late payment, the costs of recovery or late payment penalties shall be charged, amounting to 5% of the total amount due, rounded up to the nearest euro.

Non-payment of the fee is cause for termination of this contract by the Foundation.

#### **Article 4 : Occupancy of premises**

An entry fixtures inventory shall be made by the resident and submitted. This fixtures inventory focuses on the furniture provided, the state of the bedding and the general state of the room. This fixtures inventory is attached to the contract of residence. The resident undertakes not to make any transformations to the premises and report any malfunction promptly.

The inventory input arriving in the lodging is binding for evaluating the condition of the lodging on the resident's departure

On returning the keys, the exit fixtures inventory is made by the staff after departure of the resident. If the resident wishes to contest it, he/she must make an appointment with the maintenance manager during working hours. The resident will be held responsible for any damage noted with respect to the initial fixtures inventory.

Unpaid additional services, the loss of keys, the disappearance of the bedding or any other damage shall be charged. The tariff list of services which can be deducted from the deposit is provided in the annex.

Sub-rental and retrocession are prohibited.

#### **Article 5 : Visits of lodgings**

The Foundation must enter the lodgings to clean rooms and carry out technical visits in the context of regulations in force on health and safety.

#### **Article 6 : Departure - Termination**

The resident may terminate at any time his/her occupancy title with a notice period of one month in writing or sent by email to the Secretariat of the Elèves Ingénieurs Arts et Métiers Residence during office opening hours.

The Foundation may terminate the occupancy title, in writing, on the following conditions :

- Non-payment : The contract of residence is automatically terminated without notice in the case of non-payment of two months' fee,
- Infringements of provisions of the specific regulations,
- Breach of the General Regulations of the Cité Internationale Universitaire de Paris (available on the website of the CIUP)
- Breach of French regulations (theft, drugs, violence, etc.)

#### **Article 7 : Deposit**

The amount of the deposit is fixed according to the current fee schedule. It is collected as a deposit upon booking and is not refundable in the event of cancellation. The amount of the deposit does not produce interest in favour of the resident. The deposit shall be returned within 2 months after the departure of the resident, net of sums due to the Foundation (damage, unpaid charges, bank charges, etc.). If the deposit is refunded by bank transfer, bank charges are the responsibility of the resident and deducted directly from the amount to be repaid.

It may be revised by the Board.

#### **Article 8 : Operating regulations**

The signing of this contract binds the resident to acceptance of and compliance with the specific regulations of the residence attached to the contract.

Done in, on

signature of a Foundation representative  
for Maison des Elèves Ingenieurs Arts et Metiers

signature of resident