

Licence to Reside 2018-19

BETWEEN:

EFIV Irish Property ICAV (for and on behalf of its sub-fund EFIV Irish Property Fund) ("the Licensor") care of Victoria Hall Management Limited (company number 479574) The Tramshed and The Woodworks, Point Village, Mayor Street Upper, Dublin 1 trading as HOST

and

("the Licensee") of

(insert home address of student)
Post Code

1. PREMISES

1.1 The Licensor hereby licences and authorises the Licensee to occupy a room ("the Room") within a apartment ("the Apartment") or to occupy a Studio ("the Studio") (the Room or Studio will be allocated to the Licensee on arrival at the commencement of the Contractual Term) at The Tramshed and The Woodworks ("the Building"), Point Village, Mayor Street Upper, Dublin 1 together with the right (where applicable) to use in common with all other persons authorised by the Licensor, any common facilities within the Apartment for a term commencing on 1st September 2018 and expiring at 12 noon on 8th June 2019 for 40 week contracts, or at 12 noon on 24th August 2019 for 51 week contracts ("the Contractual Term").

2. OCCUPANCY FEES

2.1 The Licensee shall pay to the Licensor the Occupancy Fees as set out in this Clause 2 for the Contractual Term and such Occupancy Fees shall include:

- (a) water and sewerage charges, internet and gas (where applicable).
- (b) where a Room is let, a fair and reasonable proportion as determined by the Licensor of the electricity charges incurred by the Apartment ("the Licensee's Share") up to the value of €300 (or pro rata for a contractual term of less than one academic year).
- (c) Where a Studio is let, the electricity charges for the Studio up to the value of €300 (or pro rata for a contractual term of less than one academic year).

2.2 The initial payment of €300 is payable on the signing of this Licence and this will be deducted from the total payment of the Occupancy Fees (as appropriate) due in accordance with Clause 2.3 and:

- (a) where a Room is let, if the Licensee's share of the electricity charges during the Licence exceeds €300 (or such lesser amount pro rata where the term is less than one academic year) to pay to the Licensor a fair and reasonable proportion as determined by the Licensor of all further electricity charges incurred by the Apartment upon receiving a written demand from the Licensor; or
- (b) Where a Studio is let, if the electricity charges during the Licence exceed €300 (or such lesser amount pro rata where the term is

less than one academic year) to pay to the Licensor all further electricity charges incurred by the Studio upon receiving a written demand from the Licensor.

2.3 The Occupancy Fees as set out in this Clause 2.3 below are payable:

- 2.3.1 in advance, (provided that a guarantor as identified in any guarantor agreement to be entered into (the "Guarantor") is a Irish resident either in one lump sum payable on the 1st of July 2018 or by two instalments, payable as follows: the first is payable on 1st August 2018, and the second is payable on 14th January 2019, provided further that if such first instalment is not paid on the date that it falls due, then the remaining instalment(s) shall be payable forthwith; or further provided that a Guarantor will be required for all Licensees under the age of 18) or
- 2.3.2 if the Licensee has no Guarantor resident in the Republic of Ireland by one lump sum due by 1st July 2018.
- 2.3.3 or (provided that the Licensee signs up to a landlord approved third party guarantor service) by monthly instalments due on the 1st of each month payable in advance commencing on 1st August 2018.

2.4 The Licensee agrees:-

- (a) to pay the Occupancy Fees in advance on the due dates by bank draft, debit card or credit card to any bank account that the Licensor may from time to time nominate; and
- (b) to pay interest on the unpaid amount of any sum due to the Licensor which is not received on the due date for the period beginning on the due date until the date it is received in cleared funds.

2.5 Interest under clause 2.4 is 4% above the base rate of Lloyds Bank and is calculated on a daily basis.

2.6 The Licensee shall pay for a television licence for the Room or Studio (as applicable) or if such a licence is required.

2.7 The Licensee shall comply with all laws and recommendations of any relevant suppliers relating to the use of any services and utilities.

3. LICENCE NOT A TENANCY

It is hereby agreed that it is not the intention of either the Licensor or the Licensee that a tenancy of the Room or Studio (as applicable) shall be created by this Licence and it is further agreed and declared that:

- (a) The Licensor shall have unrestricted access to the Room or Studio (as applicable) at all times at the Licensor's discretion; and
- (b) The Licensee shall not be entitled to exclusive possession of the Room or Studio (as applicable).

4. USE OF THE PROPERTY

The Licensee agrees with the Licensor as follows:-

- 4.1 To use the Room or Studio (as applicable) only as a single private residence for occupation by the Licensee personally and not to allow visitors to remain in the Room or in the Apartment or Studio (as applicable) overnight unless the Licensee has registered the visitor at reception and obtained the Licensor's consent to the visitor remaining in the Room or the Apartment or Studio (as applicable) overnight such consent not to be unreasonably withheld or delayed provided that no overcrowding occurs and (where applicable) the other occupiers of the Apartment do not raise any objection.
- 4.2 The Licensor shall not:
 - 4.2.1 use the Room, Studio, Apartment or Building for the purposes of conducting a business;
 - 4.2.2 keep any pets or other animals on or in the Room, Studio, Apartment or Building without the prior written consent of the Licensor;
 - 4.2.3 play or use any musical instrument or television radio or other means of reproducing sound so that the sound is audible outside the Room, Studio, Apartment, or Building;
 - 4.2.4 connect to the telephone line the internet or any other systems;
 - 4.2.5 store bicycles in the Room, Studio, Apartment or Building but to store any bicycle in the designated bicycle areas of the Building only and in the event of the Licensor removing any bicycle stored in breach of this clause to pay to the Licensor within 7 days of written demand €25 before the release of the bicycle to the Licensor;
 - 4.2.6 store or keep or use any unlawful substance or materials in the Room, Studio, Apartment or Building at any time and to report to the Licensor or any of its employees the presence of any such unlawful substance or materials;
 - 4.2.7 keep store or use in the Room, Studio, Apartment or Building any inflammable or dangerous articles, any lighted candles electronic cigarettes incense sticks shisha pipes naked flame appliances portable heater lamp or other portable apparatus fed by paraffin or liquid gas and to comply with all of the Licensor's requirements relating to fire safety as set out in the Fire Safety Agreement which is available for inspection at the relevant onsite management reception;
 - 4.2.8 keep or use in the Room, Studio, Apartment or Building any electrical heating and/or electrical cooking equipment and/or multiway adaptors;
 - 4.2.9 bring into or keep in the Room, Studio, Apartment or Building any other electrical items ("the Items") unless the Licensee has first produced by prior appointment the Items to the Licensor's officer in the relevant onsite management reception for Portable Appliance Testing ("PAT") and thereafter obtained the approval of the Licensor to the keeping and using of the Items in the Room, Studio or the Apartment which approval will be given if the Items are in good safe working order and meet the PAT requirements;
 - 4.2.10 expose or allow to be hung any laundry washing or other items so as to be visible from outside of the Room, Studio, Apartment or Building and not to dry clothes on the storage heaters;
 - 4.2.11 not to bring into or keep in the Room, Studio, Apartment or Building any washing machine;
 - 4.2.12 glue stick nail tack screw fix or fasten (whether with Blue-Tack or similar materials) anything whatsoever to the interior or the exterior of the Room, Studio, Apartment or Building;
 - 4.2.13 smoke (including electronic cigarettes) or use non-prescription drugs within the Room, Studio, Apartment or Building;
 - 4.2.14 part with the keys or access card/fob to the Room, Studio, Apartment or Building and to report immediately any loss of the same to the Licensor and to pay to the Licensor before the Licensor issues any replacements the sum of €20 for each replacement key and €15 for each replacement access card/fob (and if a key or access card/fob is found and returned by the student after a replacement has been issued and the cost charged, the refund of the cost is at the Licensor's discretion and in any event an administrative fee may be charged.);

- 4.2.15 damage or force or in any way misuse any locks in the Room, Studio, Apartment or Building and in the event of default to pay to the Licensor on demand all reasonable costs (including an additional administration charge) reasonably incurred by the Licensor in replacing the same and/or making good all damage caused;
- 4.2.16 connect to or trail wires from the telephone apparatus and/or any television in the Room, Studio, Apartment or Building to protect the health and safety of the Licensee and (where applicable) the occupiers of the Building;
- 4.2.17 tamper with any fire safety equipment in the Room, Studio, Apartment or Building including without limitation fire extinguishers, smoke alarms, emergency exit signs and break glass alarm points;
- 4.2.18 cause a nuisance annoyance or interference or threaten or abuse any other residents in the Building any employees servants or agents of the Licensor or the owners and occupiers of neighbouring, adjoining or adjacent property or the owners of occupiers of them;
- 4.2.19 do anything that has the effect of invalidating the insurance that the Licensor has taken out in relation to the Building;
- 4.2.20 use the Room, Studio or the Apartment for immoral or illegal purposes or otherwise commit or be involved in any criminal activity.

4.3 The Licensee agrees to:

- 4.3.1 open the windows in the Room or Studio to the tilt position for at least 30 minutes each day (provided that the Licensee is in occupation) to ventilate the Room or Studio and not to open the windows in the Room beyond the tilt position save in emergencies;
- 4.3.2 always to use the extractor fan in the bathroom when using the bathroom and not to disable the extractor fan except for safety reasons in an emergency;
- 4.3.3 use best endeavours to ensure that the Licensee's visitors comply with the Licensee's obligations under this Licence while present in the Room, Apartment, Studio or the Building;
- 4.3.4 comply with additional obligations or restrictions set out in any management scheme or other regulations reasonably required by the Licensor which may be notified to the Licensee in writing from time to time.

4.3 Unless otherwise expressly provided, the obligations and liabilities of the Licensee under this Licence are joint and several. This means that where, there is more than one Licensee of the Studio, Apartment or the Building the Licensee will be liable for all sums due under the Licence, not just liable for a proportionate part.

5. RELOCATION

The Licensor reserves the right to move the Licensee to a different Room or Studio (as applicable) within the Building in any circumstances on giving the Licensee at least 7 days written notice, save in the case of emergency where notice may not be possible.

6. ACCESS BY LICENSOR, ITS AGENTS AND WORK PERSONNEL

The Licensor is a joint key holder with the Licensee of the Room, Apartment, Studio and Building and the Licensor reserves the right for it or its agents or work personnel to access the Room, Apartment, Studio, and Building for all purposes in connection with the management and operation of the Building, including without notice (i) in an emergency or (ii) where a breach of any of the provisions of this Licence is suspected.

7. ASSIGNMENT OR SUBLETTING

Not to assign underlet or otherwise part with possession of the Room or Studio (as applicable) and not to take in any lodgers or otherwise share possession of the Room or Studio (as applicable) with any person and for the avoidance of doubt this prohibition includes children or dependants and other family members provided that the Licensee may have visitors for a maximum of 3 consecutive nights if the Licensee and visitor comply with clause 4.1 of this Licence.

8. REPAIRS AND ALTERATIONS

8.1 The Licensee agrees:-

- 8.1.1 to keep the Room, Apartment, Studio and Building, fixtures and fittings, doors and glass in the windows in good repair and condition;
- 8.1.2 to keep the contents as listed in the attached inventory ("the Contents") in at least as good repair and condition as they are now in (fair wear and tear excepted);

- 8.1.3 to make good all damage and undue wear to the Room, Apartment Studio and the Contents and to keep the Room and Apartment and/or Studio in a clean and tidy condition and to comply with the Licensor's policy relating to bedbugs (a copy of which can be inspected at the onsite management reception) failing which the Licensor may by not less than 24 hours written notice at its reasonable discretion instruct workmen and/or cleaners (as appropriate) to enter and repair and/or clean the Room and the Apartment or Studio (as applicable) the cost (which includes the Licensor's administration costs) of which will be payable by the Licensee on written demand from the Licensor;
- 8.1.4 not to damage any part or parts of Building and to keep all communal parts of the Building clean and tidy and free from rubbish and in the event of default to pay to the Licensor on demand all costs properly and reasonably incurred by the Licensor (including all administration costs) in making good any damage or loss or costs incurred by the Licensor for cleaning or clearing and for the avoidance of doubt this obligation extends to default by the Licensee, their visitors and/or family
- 8.1.5 that the Licensor is not responsible for any loss or damage to personal belongings within the Room, Apartment, Studio or Building and acknowledges that the Licensor has no responsibility to the Licensee for any such items (save insofar as any such loss or damage is caused by the Licensor's negligent acts) and that it has advised the Licensee to take out its own insurance;
- 8.1.6 not to make any alterations or add any fixtures or fittings to the Room, Apartment, Studio or Building and not to remove any of the Contents;
- 8.1.7 to dispose of all refuse in accordance with the requirements of the Licensor as shall be notified from time to time to the Licensee;
- 8.1.8 to allow the Licensor and its authorised agents and workmen to enter the Room, Apartment or Studio upon not less than 24 hours' written notice or at any time in an emergency;
- 8.1.9 to allow the Licensor and its authorised agents and workmen to enter the Room, Apartment or Studio: -
- to inspect the condition at least once in every calendar month on the days advised to the Licensee prior to the date of this Licence
 - to carry out work the Licensee is liable for pursuant to clause 8.1.3 but has failed to carry out or to remedy work that the Licensee has carried out without consent
 - to repair clean or alter the Room, Apartment or Studio whether the Licensor is legally liable to carry out such work or not
- 8.2 The Licensee shall promptly replace and pay for all broken glass in the Room Apartment Studio or Building where the Licensee or the Licensee's family or visitors cause the breakage
- 8.3 The Licensee shall not cause any blockage to the drains, gutters and pipes at the Room Apartment Studio or Building but this requirement does not require the Licensee to carry out any works or repairs for which the Licensor is liable under this Licence.

9. PAYMENTS

- 9.1 The Licensee agrees to pay to the Licensor on demand:
- €30 on each and every occasion when any payment by bank transfer or by credit or debit card does not reach the Licensor
 - €20 on each and every occasion that the Licensor properly and reasonably writes to the Licensee in relation to any breach of the terms of this Licence
- 9.2 Save for payments under clause 9.1 not to make any payments to the Licensor in cash.

10. EXPIRY OF THE LICENCE

- 10.1 On the expiry of this Licence (howsoever determined) the Licensee shall return the Room Apartment or Studio in good repair and condition free from damage and clean and the Contents to the Licensor in the condition required by this Licence and further to deliver up the keys and access card/fob to the Licensor and to remove all personal effects and belongings from the Room Apartment Studio or Building by no later than 12 noon on the relevant termination date. (provided that if a key or access card/fob is not returned by that deadline then the charges referred to in clause 4.2.14 will apply.)
- 10.2 The Licensee shall remove all personal possessions from the Room, Apartment, Studio or Building once the Licence has ended. If any of the Licensee's personal possessions are left in the Room, Apartment, Studio or Building or if their bicycle is left in the designated bicycle area

after the Licence has ended the Licensee will be responsible for meeting all reasonable removal and storage costs. The Licensor will remove and store the possessions and any bicycle such period as is reasonable in the circumstances. The Licensor will take reasonable steps to notify the Licensee at the last known address. If the items are not collected within such period as is reasonable in the circumstances the Licensor may dispose of the items and the Licensee will be liable for the reasonable costs of disposal. The costs of removal, storage and disposal may be deducted from any sale proceeds. If there are any costs remaining they will remain the Licensee's liability.

- 10.3 The Licensor has the right to recover possession of the Property if:
- the Contractual Term has expired;
 - the Licensor has given two months' notice to the Licensee of the Licensor's intention to recover possession of the Property; and
 - at least 6 months have passed since the date of this Licence.

- 10.4 The Licensee shall provide the Licensor with a forwarding address once the Licence has come to an end.

11. CONFIRMATION OF IDENTITY

- 11.1 Within 5 business days of the Licensee taking occupation of the Room or Studio (as applicable) the Licensee must provide to the Licensor or such person nominated by the Licensor and notified to the Licensee:
- either
 - a letter from their University confirming that they are a student in full time education and the name, start and end dates of their course; or
 - a valid and current student identity card with a start and an expiry date; and
 - a form of photo identification being either a student identity card referred to in paragraph (a)(ii) above provided it contains a photo or a current passport or driving licence.

12. COSTS

The Licensee shall pay the costs and expenses of the Licensor including any solicitors' or other professionals' costs and expenses (incurred both during and after the end of the Contractual Term) in connection with or in contemplation of the enforcement of the Licensee's obligations of this Licence, including (but without limitation to) failing to pay the Licensor on demand for:

- any Occupancy Fees;
- any cleaning required by the Licensor under this Licence;
- any damage to the Room or Apartment or Studio or the Building or the Contents and including (but without limitation):
- the professional fees incurred by the Licensor for pre-action correspondence in the sum of €70.00 (not inclusive of costs and VAT);
- the professional fees incurred by the Licensor for the issue of any claim notice in the sum of €400.00 (not inclusive of costs and VAT);
- such other professional fees (not inclusive of costs and VAT) incurred by the Licensor in connection with or in contemplation of the enforcement of Licensee's obligations of this Licence; and
- such other costs as are reasonable in the circumstances particularly where there has been protracted pre action correspondence.

13. DEFAULT BY THE LICENSEE

- 13.1 The Licensor reserves the right to take possession of the Room or Studio if:
- the Occupancy Fees or any part of it is unpaid for fourteen days after it is due whether formally demanded or not;
 - there is a breach of any of the Licensee's obligations under this Licence; or
 - the Licensee is declared bankrupt under the Bankruptcy Act 1988.
- 13.2 If the Licensor re-enters the Room or Studio pursuant to this clause 13 then the Licence shall immediately end. Any right or remedy of the Licensor in respect of any breach of the terms of this Licence by the Licensee will remain in force.
- 13.3 If the Licensee breaches this Licence or fails to fulfil any of its obligations under this Licence, the Licensee shall pay any reasonable costs properly incurred by the Licensor in remedying such breaches or in connection with the enforcement of those obligations.

14. RIGHT OF REVOCATION

The Licensor shall be at liberty at any time to terminate this Licence on giving to the Licensee not less than three calendar months' notice in writing whereupon the Licensee shall vacate the Room, Apartment, Studio, Building and this Licence shall be null and void and of no further force or effect but without prejudice to any claim by either party against the other in respect of any antecedent breach of any condition herein contained.

15. SURRENDER

If the Licensor accepts a surrender of this licence before the expiry of the Contractual Term then the Licensee shall pay to the Licensor the sum of €100 on the day the licence is surrendered as a contribution towards the Licensor's administration costs.

16. DATA PROTECTION

16.1 The parties hereto shall comply with their respective obligations under the Data Protection Acts 1988 & 2003, including any amendments thereto and all regulations and orders made thereunder, ("the Data Protection Acts"), and, when effective, the General Data Protection Regulation, Regulation (EU) 2016/679, including all regulations and orders implementing provisions of the Regulation in Irish law ("the GDPR").

16.2 The parties agree to be bound by the Data Protection Policy Statement set out below as amended and updated from time to time by the Licensor in compliance with the Data Protection Acts and, when effective, the GDPR.

17. NOTICES

17.1 Any notice to the Licensor sent under or in connection with this Licence shall be deemed to have been properly served if:

- (a) Sent by first class post the Licensor's address at The Tramshed and The Woodworks, Point Village, Mayor Street Upper, Dublin 1 or any replacement address subsequently notified in writing by the Licensor to the Licensee; or
- (b) Left at the Licensor's address as detailed above at clause 17.1(a)

17.2 Any notice to the Licensee sent under or in connection with this Licence shall be deemed to have been properly served if:

- (a) Sent by first class post the Licensee's address at The Tramshed and The Woodworks, Point Village, Mayor Street Upper, Dublin 1 or any replacement address subsequently notified in writing by the Licensor to the Licensee; or
- (b) Left at the Licensor's address as detailed above at clause 17.1(a)
- (c) during the currency of the Licence shall be valid if delivered to the Room

17.3 If notice is given in accordance with this Licence it shall be deemed to have been received:

- (a) if delivered by hand, at the time the notice is left at the proper address;
- (b) if sent by first class post on the second working day after posting.

17.4 The Licensor may without further authorisation from the Licensee send copies of any letters or other written communication from the Licensor to the Licensee's parents, guardian or the Guarantor.

18. GOVERNING LAW

This Licence and any dispute or claim arising out of or in connection with it or its subject matter or formation (including non-contractual disputes or claims) shall be covered by and construed in accordance with the law of the Republic of Ireland.

This Licence has been entered into on the date stated below.

BEFORE SIGNING THIS LICENCE THE LICENSEE SHOULD READ THE FOLLOWING NOTES:

This Licence is a legally binding document. Signing it means that the Licensee has read, understands and agrees to be bound by its terms. The Licensee should therefore satisfy himself/herself that this is indeed the case before signing. The Licensee should be aware that he/she will be bound for the whole of the Contractual Term (as defined above) and will not be released from his/her obligations until the Contractual Term expires. If the Licensor does not understand anything in this Licence, then it is strongly suggested that he/she asks for an explanation before signing it. The Licensee may consider consulting a Solicitor, Citizens Information or Threshold.

(1) Signed on behalf of the Licensor

(2) Signed by the Licensee (*student should sign here*)

Date

DATA PROTECTION POLICY STATEMENT

In signing the Licence the Licensee provides his/her consent that the Licensor may disclose information in relation to the Licensee's occupation pursuant to this Licence in the following circumstances and/or to the following people

1. to the Licensee's university or college and/or parent/guardian where a breach of this Licence has occurred in order to assist with the smooth running of The Tramshed and The Woodworks and to minimise any distress or inconvenience to the Licensee or otherwise from incidents of neighborhood nuisance. Details of the information to be disclosed are available on written request from the Hall Manager, The Tramshed and The Woodworks, Point Village, Mayor Street Upper, Dublin 1
2. to any member of the Licensor's group of companies (which means its subsidiaries, its ultimate holding company and its subsidiaries),
3. to third parties in the event that the Licensor sells or buys any business or assets, in which case the Licensor may disclose personal data it holds to the prospective seller or buyer of such business or assets. If the Licensor's assets (or a substantial proportion of them) are acquired by a third party, then personal data it holds will be one of the transferred assets.
4. if the Licensor is under a duty to disclose or share the Licensee's personal data in order to comply with any legal obligation, or in order to enforce or apply any contract with the data subject or other Licence; or to protect the Licensor's rights, property, or safety of its employees, Licensee's, or others. This includes exchanging information with other companies and organisations for the purposes of fraud protection and credit risk reduction.
5. to the Licensee's parent/guardian where the parent/guardian is concerned about the Licensee's wellbeing or whereabouts.
6. for any other reasonable purpose where it would be reasonable to disclose information in such circumstances

To the extent that any disclosure under paragraphs 1-6 above would involve the processing of personal data, the Licensor shall, in disclosing such information, comply with its obligations under the Data Protection Acts, and, when effective, the GDPR. The Licensee shall be entitled to exercise his/her right to access any personal data of the Licensee held by the Licensor as data controller, in accordance with the relevant provisions of the Data Protection Acts and, when effective, the GDPR. The Licensor reserves the right to impose a reasonable administrative fee in providing access to information pursuant to any requests which are manifestly unfounded or excessive.

The Tramshed and The Woodworks, Point Village, Mayor Street Upper, Dublin 1 is owned by EFIV Irish Property ICAV (for and on behalf of its sub-fund EFIV Irish Property Fund) ("the Licensor"). It is operated by Victoria Hall Management Limited c/o The Tramshed and The Woodworks, Point Village, Mayor Street Upper, Dublin 1



HOST is the trading name for the student accommodation brand operated by Victoria Hall Management Limited incorporated in Ireland with company registration number. 479574. Registered Address: 22 Northumberland Road, Ballsbridge, Dublin 4, Ireland