

## Manfred Horstmann-Haus der internationalen Begegnung University Guesthouse

### Conditions for the use of the guest house

#### I. Rental prices for children and final cleaning services

Children under 3 years stay free and children older than 12 years pay the full rental price.

**Rental prices for children from 3 to 12 years:**

|           |          |
|-----------|----------|
| EUR 12,75 | per week |
|-----------|----------|

\* The rental price for children between 3 and 12 years is the same for all apartments.

The weekly cleaning service is included in the monthly rent.

At the end of the stay the listed fee will be charged for final cleaning. **In case more intensive cleaning work will be necessary, the costs incurred will be charged.**

**Final cleaning\*:**

| Apartment |         | Amount   |
|-----------|---------|----------|
| Type      | No.     |          |
| 1-bed     | 2, 6, 7 | 70.00 €  |
| 2-beds    | 8       | 100.00 € |
| 3-beds    | 1       | 120.00 € |
|           | 3       | 140.00 € |
|           | 4       | 130.00 € |
|           | 5       | 100.00 € |
| 4-beds    | 9       | 120.00 € |
|           | 10      | 160.00 € |

\* costs calculated according to square meters

#### II. Rental period

The minimum rental period is one week and the maximum one year. Extensions of tenancy agreements are only possible in exceptional cases.

### III. Payment

Rental invoice will be provided. The rent must be paid to the »Studentenwerk Osnabrück«.

Due date of the rent payment:

- When renting an apartment for up to one month, payment is due immediately after moving in.
- When renting for more than a month, payment is due a month in advance.

The reservation can be cancelled free of charge up to 30 days before the announced arrival.

Thereafter a cancellation fee of 50% of the rent will be charged.

In case of delayed arrivals or earlier departures the complete rent has to be paid.

### IV. General indications

**The guest house is a non-smoking area.**

**Arrivals, departures and the handover of the keys** should take place during the office hours (Tue, Thu and Fr from 8.30 am. to 12.30 pm.) at »Manfred Horstmann-Haus der Internationalen Begegnung«, Lürmannstr. 33, 49076 Osnabrück.

Different arrangements can be made with the guest house management (phone +49 541 60 90 90, e-mail: [gaestehaus.uni-osnabrueck@t-online.de](mailto:gaestehaus.uni-osnabrueck@t-online.de)).

On the **day of arrival**, the apartment is available **from 12 pm (noon), Mondays from 3 pm.**

On the **day of departure**, guests are asked to check out **by 11 am.**

Please report any damages or missing items immediately. The guest is liable for any damages caused by him/herself or any member of the family. The University is not liable for any injury or damage to people or objects in the house or on its grounds.

In case of conflict, accommodations will be provided according to the following list:

Priority 1: international guest professors

Priority 2: PhD students

Priority 3: other international guests

Priority 4: German guests

### V. Registration

Please return the registration form to the University Guesthouse:

Lürmannstraße 33

49076 Osnabrück

E-mail: [gaestehaus.uni-osnabrueck@t-online.de](mailto:gaestehaus.uni-osnabrueck@t-online.de)