|  |
| --- |
| **FULL NAME: Gender:** |
| **CURRENT HALL ADDRESS:**  |
| **E-MAIL: TELEPHONE No:**  |
| **STUDENT ID NUMBER: CHECK IN:** |
|  **CHECK OUT:** |
| **PLEASE SPECIFY IF YOU HAVE ANY SPECIAL CONDITIONS:** |
| **OFFICE USE ONLY** |
| **ROOM ALLOCATED:**  |
| **AMOUNT DUE £** | **PAYMENT Receipt No.** |
|  |  |

**SUMMER ACCOMMODATION IS AVAILABLE AS FOLLOWS:**

Current Residents Thursday 30th June 2022 to \*Monday 4th July 2022 – 10am check-out

(Excluding Unsworth Park due to contracts ending on 7th July)

**BY COMPLETING THIS BOOKING FORM YOU WILL HAVE UPTO 4 NIGHTS STAY IN YOUR CURRENT ACCOMMODATION. IF YOU WISH TO STAY LONGER PLEASE ALSO COMPLETE THE SEPARATE BOOKING FORM FOR ‘LONGER STAY’ IN EITHER WHITWORTH PARK OR VICTORIA PARK. WE WILL NOT ACCEPT BOOKINGS ON THIS FORM FOR DATES PAST MONDAY 4RD JULY 2022**

**PLEASE SELECT YOUR ACCOMMODATION:**

1. Fallowfield Residences Standard £17.00 per night

 Wash basin £17.50 per night

 En-suite £22.00 per night

**PLEASE NOTE THAT IF YOU RESIDE IN DENMARK ROAD, WESTON HALL, BROOK HALL, RUSHOLME PLACE OR WILMSLOW PARK YOU MUST CONTACT THE HALL RECEPTION TO BOOK, PLEASE DO NOT USE THIS FORM.**

* **Once your booking is processed, you will receive an email confirmation and request to make payment.**
* **Payment must be made by visiting the hall administration office.**
* **Payment is required in full in advance. If you are experiencing financial difficulties, please send an email to** **accommodation@manchester.ac.uk** **with the subject heading Vacation Residence – Finance Help Request.**
* **Once you have submitted your booking form please wait for a response. Responses may take up to 5 days due to the busy period.**
* **You can extend stay in your current room for a maximum of 4 nights from the end of your term accommodation agreement.**

**I have read and agree to the Summer Vacation Terms and Conditions (please tick)** *Please check website for Terms and Conditions.*

Print Name: ……………………………………………………………. Signature: …………………………………………………

Date: …………………………………………

**Please return your completed booking form to** **summerstay@manchester.ac.uk** **or alternatively hand into your hall administration office:**

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**Fallowfield Residences Fallowfield Administration Office, 293 Wilmslow Road, Manchester, M14 6HD**