

# Schedule of Fees

1 January 2019 to 30 June 2019

## PART 1 — Residential Rooms — Minimum stay requirement = 7 weeks

### Residential Room Rates, Levy's & Charges

<b>Application Fee</b> — payable via Visa/MasterCard (only off-site payment option) or Eftpos at Residence Reception. <b>Payable at the time of submitting a Residential Application Form.</b> (Applications will not be processed without payment of this Fee) This Fee contributes to a Folio Credit which is held until Notice of Departure is received. (See 'Notes' at bottom of page.) <b>At check-in, the first weekly or fortnightly accommodation payments will need to be paid,</b> except for students in their first semester of occupancy. Students in their 1st residential semester will be under an instalment payment plan (refer to the Student Application Package for full details). Student residential semesters after the 1st semester are paid on a weekly or fortnightly basis. The Application Fee is made up as follows:- Room Bond = \$600.00 / Folio Credit = \$322.00	<b>\$922.00</b>
<b>Weekly Base Rate—Add-on's may apply, see below</b> (rate includes Laundry Levy)	<b>\$162.40</b>
<b>Add-On—Level 3 room with hand basin</b> (weekly charge to be added to the Weekly Base Rate)	<b>\$14.00</b>
<b>Add-On—Room 204 &amp; 353</b> larger room (weekly charge to be added to Weekly Base Rate)	<b>\$21.00</b>
<b>Add-On—Room 203</b> ensuite room (weekly charge to be added to the Weekly Base Rate)	<b>\$105.00</b>
<b>Change of Room Charge</b> - Payable at change of room approval.	<b>\$70.00</b>
<b>Guest in your room Charge</b> — per night (Maximum stay of 2 nights)	<b>\$5.00</b>
Guest in your room - Mattress Deposit (The deposit is refundable when mattress is returned to reception staff. Conditions apply.)	<b>\$20.00</b>
<b>Weekly Storage Charge</b> (Residents Only) - Per Bay	<b>\$7.00</b>
<b>Weekly Storage Charge</b> (Residents Only) - Per Room (+ Room Bond of \$600.00)	<b>\$77.00</b>
<b>Student Storage—Per Day</b>	<b>\$2.00</b>
<b>Replacement charge for Lost Room Key and/or Access Card</b> - Per Item	<b>\$30.00</b>
<b>Room and/or Building Access Charge</b> - During Reception Trading hours	<b>\$30.00</b>
<b>Room and/or Building Access Charge</b> - After hours (through Security)	<b>\$100.00</b>
<b>Under the Residence Car Parking Bays - Weekly Charge</b> Limit of 8 spaces. Application through Manager. (Includes estate parking.)	<b>\$16.80</b>
<b>Initial Security Access Card Charge</b> - for applicants not affiliated with AHCL	<b>\$30.00</b>
<b>Laundry Levy</b> (per week) - included in the Weekly Base Rate	<b>\$7.00</b>
<b>Estate Parking</b> - Refer to hospital Security Department for application & Fee structure. Phone (02) 9487 9988	

#### NOTES:

- ◆ Accommodation charges are to be paid ahead of the charge period (paid a minimum of weekly in advance).
- ◆ The **Folio Credit**, payable as part of the Application Fee can be utilised as payment toward accommodation charges following lodgement of a Notice of Departure, or if unused at departure it will be refunded together with any Room Bond refund.
- ◆ Invoices are not produced for any accommodation charges.
- ◆ Individuals are responsible to know how much is due, when it is due and to maintain payments within requirements
- ◆ Receipts are only issued with Reception desk payment transactions.
- ◆ All Rates are subject to refund. Please refer to the Refund Policy in the Resident Handbook or speak with the Housing Services Manager (02) 9487 9330 for conditions of refunds.
- ◆ At departure a mandatory \$50 carpet cleaning charge will be withheld from the Room Bond refund.
- ◆ For the value of Monetary Fines refer to the Resident Handbook.

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## PART 2 — Guest Rooms — From 1 night up to 6 weeks

For reservations and payment of the Booking Fee call Residence Reception (02) 9487 9333

Payment options = Credit Card (Visa or MasterCard), Eftpos, Cheque (no cash transactions)

### Guest Room Rates

<b>Booking Fee</b> —paid when booking, as confirmation of the reservation. The Booking Fee is credited toward the first nights accommodation.	<b>\$50.00</b>
<b>Room / Shared facilities</b> —Per Night	<b>\$50.00</b>
<b>Room / Ensuite</b> —Per Night	<b>\$60.00</b>
Additional Guest—per night	<b>\$30.00</b>

### Guest Room Payment

Charges are to be paid in advance at the time of reservations or at check-in. For reservations over an extended period of time, payment is to be held a minimum of one (1) week in advance.

No discounts apply.

#### Cancellation Policy

The Booking Fee and any advance payment will be refunded when notice of cancellation is received in excess of 24 hours before the date of the reservation.

Guests are required to observe a number of our policies:-

- ◆ All rooms are single occupancy and gender specific.
- ◆ Guests will uphold and observe our gender specific policy (the opposite gender is not permitted within Guest Rooms)
- ◆ No smoking within the SAH Residence or on the hospital estate
- ◆ No consumption of alcohol in the SAH Residence or on the hospital estate
- ◆ All guests must be over 18 years of age.

Guest rooms are similar to Motel accommodation in that, bed linen and bath towel are provided. Guests utilise the shared bathroom facilities within the Residence, with the exception of the ensuite rooms.

Guest Rates apply to all SAH Residence accommodation except where a Residential applicant is granted a License to Occupy a room under the Residential Room Rates, Levy's & Charges.

Basic cooking kits are available from Reception for a \$20.00 conditionally refundable hire, for guests who wish to provide their own meals. Enquire at Residence Reception. Alternatively, the San Café is open for breakfast, lunch and tea. Our Residence foyer noticeboard displays meal times.

**CHECK-OUT TIME IS BY 10:00am — CHECK-IN IS AFTER 2:00pm** unless under arrangement.