

## Payment Policy

### **When you complete the application:**

- Admin fee (Once-off) paid on submission of Application
- Monthly Rental
- Admin Fee + Deposit + 1<sup>st</sup> Month's Rental to be paid on Application. Residents will only be permitted once all the fees have been paid.

### **When you move IN:**

- Payment is due on / or before 1<sup>st</sup> of each month. (If you are paid on the 15<sup>th</sup> of each month, you must please pay in advance and not in arrears. (e.g. pay on the 15<sup>th</sup> December for January's fee).
- Can you pay full year upfront? Yes, no problem.

### **When you move OUT:**

- The Deposit will be refunded if you remain for the term of the agreement, you are paid up in full, and there are no damages to the room for which you are responsible.

### **Durban Christian Residence Cancellation Policy: (Please read carefully)**

- All cancellations are to be advised in writing with reason for the cancellation and intended date of exit.
- Once you have taken occupation, there will be NO refund of the Deposit. You will be breaking the agreement and the Manager is entitled to charge a reasonable penalty of no less than 3 (THREE) calendar month's accommodation fee.
- The Deposit will not be refunded.