



## List of charges for loss/damage and/or extra cleaning

The following scale of charges has been agreed by the Hughes Hall House Committee and will be deducted from the 'Caution Money' which each student pays when they arrive in College. The exceptions to this are the charge for a lost key or student card, and the £20.00 charge for four lockouts. This must be paid to the Duty Person/Porter at the time. In the unlikely event that the 'Caution Money' is not sufficient to cover these charges, the student will be invoiced for the balance.

These charges are intended to be compensatory rather than punitive and relate to direct costs incurred.

REASON	CHARGES
Rubbish left in room/house	£10.00 per black bag
Extra cleaning (more than 1 hour per room)	£15.00 per hour, or part thereof
Student Locked out 4 times in a Term Evenings and weekends call outs	£20.00 plus call out below £20.00
Key not handed in at end of Licence period or lost student card	£20.00 administration fee + cost of replacement lock £10.00
Damage to walls, including: blue-tac/sellotape/nails, etc	£25.00 per wall, or part thereof
Damage to: furniture/equipment/linen/curtains	Cost of replacement or repair, minus allowance of 20% per year for fair wear and tear. Minimum charge: £25.00
Carpet cleaning	The full Contractor's price will be charged (approximately £40.00)
Curtain cleaning	The full Contractor's price will be charged (approximately £30.00)
Abandoned 'white goods' (including computers)	£45.00 disposal charge per item
Abandoned bicycles	£25.00 disposal charge per bicycle
Abandoned furniture	£20.00 disposal charge per item

**Where communal areas within the buildings are damaged or left in a condition requiring additional cleaning, any charges may be divided amongst the students who use those communal areas.**