

## IVY CORNER ACCOMMODATION APPLICATION FORM

*Please complete the form electronically and submit to [rental@ivycorner.co.za](mailto:rental@ivycorner.co.za)*

Website: [www.ivycorner.co.za](http://www.ivycorner.co.za) | Contact: 082 789 2933

Student Number (if available):	
Academic Year for which you require accommodation:	
Academic institution:	

<b>Documents required:</b>	✓
Fully completed and signed Residence Application Registration Contract	
Certified copy of the occupant's Identity Document	

<b>Should you wish to pay the residence in 8 monthly instalments, the principal payer and co-payer(s) documents must be attached:</b>	✓
Certified copy of the principal payer and co-payer(s) Identity Document(s)	
Latest Salary slip(s)- (if individual person(s) is the account payers) or the latest Financial Statements (if company is the account payer)	
Proof of bursary application and/or approval thereof	

<b>Should you wish to pay the annual residence fee in full, the parent/guardian/responsible person signing the documents should include the following:</b>	✓
Certified copy of the responsible person's Identity Document(s)	

### SECTION 1 (a): PERSONAL DETAILS OF APPLICANT

South African ID No:									
Passport No (International Applicant):									
Surname:									
First Names in Full:									
Date of Birth:									
Gender:		Male		Female					
Contact Details:		Mobile No		E-mail					
Demographic (compulsory), indicate with (X):									
African		Coloured		Indian		White		Other	
Residential Address:									
Postal Address:									

### SECTION 1(b): PERSONAL DETAILS OF PRINCIPAL PAYER OF THE ACCOUNT / SPONSOR

South African ID No:									
Passport No (International Resident):									
Surname:									
First Names in Full:									
Date of Birth:									
Gender:		Male		Female					
Contact Details:		Mobile No		E-mail					
Demographic (compulsory), indicate with (X):									
African		Coloured		Indian		White		Other	
Residential Address:									
Postal Address:									

Marital status:										
In community of property		Out of community of property (with accrual)		Out of community of property (without accrual)		Divorced		Widow / widower		Single
Employment status:										
Self-employed		Permanent contract		Part-time contract		Casual / temp		Pensioner		Unemployed
Employer/ Company name:						Position				

\* If married in Community of Property, complete spouse details.

### SECTION 1(c): PERSONAL DETAILS OF CO-PAYER OF THE ACCOUNT / SPOUSE

South African ID No:										
Passport No (International Resident):										
Surname:										
First Names in Full:										
Date of Birth:										
Gender:		Male				Female				
Contact Details:		Mobile				E-mail				
		No								
Demographic (compulsory), indicate with (X):										
African		Coloured		Indian				White		Other
Residential Address:										
Postal Address:										
Marital status:										
In community of property		Out of community of property		Out of community of property		Divorced		Widow / widower		Single

		(with accrual)		(without accrual)							
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Employment status:											
Self-employed		Permanent contract		Part-time contract		Casual / temp		Pensioner		Unemployed	
Employer/ Company name:						Position					

#### SECTION 1 (d): IF A COMPANY / ENTITY / BURSAR IS THE PRINCIPAL PAYER

Registered name		Registration no.	
Contact person		Position held	
Business tel no		Cell no. of contact	
Email address		Fax no.	
Contact person			
Physical address			
Postal address			

#### SECTION 1(e): SOLVENCY STATUS

Have you ever been under debt review or are you currently under debt review or have you been declared insolvent?				
Applicant	YES		NO	
Principal payer	YES		NO	
Co-payer / Spouse	YES		NO	
Company / Entity / Bursary	YES		NO	



## SECTION 2: ACCOMMODATION OPTIONS

Please select a room option below:

Room Option:	Rental for 10 months	Select with a (X)
Single Room with Private Bathroom (2 persons per unit; separate rooms)	R 68, 000.00	
Single Room with Shared Bathroom (3 persons per unit; separate rooms)	R 55, 000.00	
Shared Room with Shared Bathroom (2 persons per room; 4 persons per unit)	R 40, 000.00	

## SECTION 3: PARKING APPLICATION

- Parking applications must be completed on this form.
- Parking on the premises is available at an additional charge of **R 200.00 (TWO HUNDRED RAND)** per month.
- This parking application does not automatically guarantee or assure that you have been allocated a parking bay.
- Allocation of parking bays will be confirmed with the approval of the accommodation application.
- Upon approval of the parking application, an amount of **R 250.00 (TWO HUNDRED AND FIFTY RAND)** for an electronic remote must be paid by 31 March 2025. This amount is refunded at the end of the academic year once the student returns the remote and evacuates his/her room. This amount is not included in the refundable breakage deposit.

Do you want to apply for a parking bay?	Yes		No	
Vehicle Registration Number:				
Vehicle Make:				

#### SECTION 4: SHUTTLE SERVICES APPLICATION\*

- To make use of this service you need to select this option on the form.
- No late applications will be allowed.
- An additional fee of **R5, 000.00 (FIVE THOUSAND RAND)** per annum is charged for students who want to make use of the subsidised transport service to and from the campus.
- The fee is payable in full or over **10 (TEN)** months at **R500.00 (FIVE HUNDRED RAND)** per month as from 1 March 2025 to 15 December 2025.
- Transport services is **ONLY** for students who reside Ivy Corner.
- **PLEASE TAKE NOTE THAT THE INDIRECT EFFECT OF CHANGE/INCREASE IN FUEL PRICE MAY RESULT IN AN INCREASE IN THE PRICE OF SHUTTLE COSTS. We will communicate the decision in writing.**

Do you want to apply for shuttle services?

Yes

No

\*Shuttle services may only become available at a later stage. Communication will be sent out timeously to confirm operation of the shuttle service.

#### SECTION 5: PAYMENT METHOD

##### OPTION 1:

Full residence fee before occupation (5% discount on total residence fee)

##### OPTION 2:

Resident payments in instalments, first instalment of 20% of residence fee is payable before occupation, the balance shall be payable in **7 (SEVEN)** equal monthly instalments

##### FACILITY FEE:

An additional **R 5, 000.00 (FIVE THOUSAND RAND)** shall be payable in respect of the use of all the facilities and amenities on the property

Parent / Guardian Cellphone Number:

Parent / Guardian E-mail Address:

## SECTION 6: TERMS & CONDITIONS

- The application for accommodation does not guarantee you a place at Ivy Corner.
- Rooms will only be allocated to registered students who complied with all the requirements as set out herein and the lease.
- Allocations will be done on a random basis. The units are therefore not reserved per individual.
- Occupation of the premises is strictly limited to the Applicant. No person other than the Applicant shall be permitted to occupy the premises temporarily or permanently. Should the Landlord become aware that the premises is occupied by any other person than the Applicant, the lease shall be terminated with immediate effect.
- The Application closing dates are final.

### **CANCELLATIONS:**

Cancellations of reserved residence received one months prior to the date of occupation or thereafter will be held liable for the full year's residence fee.

## SECTION 7: CONSENT TO CREDIT CHECKS, USE OF PERSONAL INFORMATION

You will only process my personal information in accordance with this consent and for the purpose for which you collected it.

YES ☐ NO ☐

I agree to provide you with certain personal information when I communicate with you by email, SMS (or any other electronic means) or telephone and make use and/or to do a credit check through a registered credit bureau to obtain my credit report.

YES ☐ NO ☐

I agree and give my consent to you to process my personal information for the purposes relating to obtaining my credit report through you and agree that you may share this information for this purpose with a registered credit providers as well as your service providers in order to enable them to process my personal information to determine whether I qualify for the rental of a unit/room at Ivy Corner, including but not limited to do credit checks, fraud checks, checks with and reporting to the South African Fraud Prevention Service.

YES ☐ NO ☐

## SECTION 8: SIGNATURES

\_\_\_\_\_  
NAME AND SURNAME OF  
APPLICANT /GUARDIAN

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
PLACE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
NAME AND SURNAME OF  
PRINCIPAL PAYER /  
SPONSOR

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
PLACE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
NAME AND SURNAME OF  
CO-PAYER / SPOUSE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
PLACE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
NAME AND SURNAME OF  
REPRESENTATIVE OF  
COMPANY/ENTITY/BURSAR

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
PLACE

\_\_\_\_\_  
DATE

**OFFICE USE / APPROVAL:**

Residence Manager Initials	Date	Comments