T: +353 (0)21 241 4460
E: info@ScholarLee
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The balance of the booking fee and Utility Charge will be refunded.

Cancellation Policy 3: Semesterised Academic (Monthly Payments)

ScholarLee Cancellation Policy

To secure your Room you must return to us within three days of receipt of the licence;

a) Booking Fee of €250 & Utility Charge of €350; and/or
b) Signed Licence and/or
c) Signed Direct Debit Mandate Form (when available)

Failure to secure your room within the required timescale may result in the cancellation of your booking.

You may cancel the Licence that you have entered into with us by giving us written notice of your intention to cancel on the following basis:

1. If your notice of cancellation is received by us in writing within 24 hours after you have secured your room and the Contractual Term of the Licence has not commenced, we will make no charge and the booking fee of €250 and Utility Charge of €350 will be refunded in full; or
2. If your notice of cancellation is received by us in writing 24 hours after you have secured your room and before the 1st July for Semester One or before 1st December for Semester Two and the Contractual Term of the Licence has not commenced, you may cancel your booking provided that we reserve the right to charge you a fee in the sum of €100 as a contribution towards our administration costs incurred in dealing with the cancellation of the Licence. The balance of the booking fee & Utility Charge of €350 will be refunded; or
3. If your notice of cancellation is received by us in writing on or after the 1st July for Semester One or before 1st December for Semester Two, and prior to the commencement of Contractual Term of the Licence your booking fee is non-refundable. The Utility Charge of €350 will be refunded; or
4. If your notice of cancellation or termination notice is received after the Contractual Term of the Licence has commenced you will remain liable to pay the Occupancy Fees for the Room and all other charges and costs under your Licence, for the period to the date to the end of the termination period. We reserve the right to charge you an additional fee in the sum of €100 as a contribution towards our administration costs incurred in dealing with the cancellation of the Licence and the sourcing of a new Licensee.

In the event you fail to honour your contractual obligations in relation to the payment of Occupancy Fees on the due dates as per the Occupancy Fee payment schedule as set out in the licence agreement and / or the direct debit mandate form during occupation of the Room, we may cancel your Licence by giving you notice in writing of cancellation; in these circumstances

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we will not repay any advanced payments, booking fees, Utility Charge or deposits, made by you to us.

We reserve the right to charge you additional costs incurred in cleaning your room and storing any items that remain uncollected at the end of the termination period. Items will not be released to you until all outstanding payments have been paid in full.

In the event that we cancel the Licence at any time before occupation of the Room by you, we shall give you as much advanced written notice as we can in the circumstances and will repay the booking fee to you and any other fees that we have taken from you in connection with the Licence.

Cancellation for Exceptional Circumstances

In the event that you request a cancellation for exceptional circumstances on or after the 1st July you must meet the following criteria:

1. Your visa has been declined
2. You have failed to obtain your grades to study at university
3. Extenuating circumstances subject to our sole discretion e.g. serious ill-health, family emergency.

If you meet the above Cancellation Policy, you may cancel your booking by writing to us, with supporting documentation, provided that we reserve the right to charge you a fee in the sum of €100 as a contribution towards our administration costs incurred in dealing with the cancellation of the Licence. The balance of the booking fee and Utility Charge will be refunded.

Cancellation Policy 4: Semesterised Academic (Bullet Payment)

ScholarLee Cancellation Policy

To secure your Room you must return to us within three days of receipt of the licence;

a) Booking fee of €250 & Utility Charge of €350; and/or
b) Signed Licence

Failure to secure your room within the required timescale may result in the cancellation of your booking.

You may cancel the Licence that you have entered into with us by giving us written notice of your intention to cancel on the following basis:

1. If your notice of cancellation is received by us in writing within 24 hours after you have secured your room and the Contractual Term of the Licence has not commenced, we will make no charge and the booking fee of €250 and