

**THE APPEAL FOR EARLIER CHECK- OUT FROM THE STUDENT DORMITORY
MLADÁ GARDA
(Before term stipulated in Accommodation contract)**

If a foreign student wants to finish accommodation in student dormitory (before term stipulated in the Accommodation contract) he (she) is obligated to fill in the request form (part A) and to send it by e-mail to the address lucia.lassuova@stuba.sk

If student has deficiency on his account, he (she) must send copy of document about payment with request in enclosure.

A) STUDENT FILLS IN:

Name and surname:

Identification number:

Number of room:

Telephone:

Faculty and class:

E-mail*:

Reason of earlier check-out:

Date of earlier check-out:

Date of passing of request:

*private e-mail address

B) EXPRESSION OF ACCOMMODATION DEPARTMENT OF STUDENT DORMITORY MLADÁ GARDA

a) all invoices till the..... paid

b) deficiency till the €

c) overpayment till the €

Date:

.....
Bc.Lucia Lassuová
Accommodation department of MG

Acc. Department send immediately filled request by e-mail to the student and to the student dormitory.

C) EXPRESSION OF STUDENT DORMITORY MLADÁ GARDA:

key returned

loss of key

accommodation card returned

loss of accommodation card

other damages sum..... €

..... sum..... €

.....sum..... €

Note:

Date:

.....
Signature of student dormitory MG

I subscribe that all data - informations in part A), B) a C) are correct

.....
Signature of requester

Office hours of student dormitory	Monday	Tuesday	Wednesday	Thursday	Friday
Director of student dormitory	9,00 – 10,00 13,00 – 14,00	9,00 – 10,00 -	9,00 – 10,00 13,00 – 14,00	9,00 – 10,00 -	9,00 – 10,00 -
Operation department of student dormitory	10,00 – 11,00 -	10,00 – 11,00 13,00 – 14,00	10,00 – 11,00 -	10,00 – 11,00 13,00 – 14,00	10,00 – 11,00 -