

# Schedule of Fees - 2022

(Please note: All fees are in Australian dollars)

FEE TYPE	AMOUNT	WHEN TO PAY	WHAT IT COVERS
*Service Fee Accommodation for 3 Months Minimum	AUD\$350-00	Online when you accept your offer	Bed linen, room contents insurance, Wi-Fi, parking, utilities and Cleaning of Common Areas
*Service Fee Accommodation for 3- 12 Months	AUD\$650-00	Online when you accept your offer	Ben linen, room contents insurance, Wi-Fi, parking, utilities and Cleaning of Common Areas
Accommodation	AUD\$230-00 per week	See Below for Payment details	Single room, fully furnished
Accommodation (double room)	AUD\$180-00 per person, per week	See Below for Payment details	A bed in a twin share room, fully furnished
*Lost Key/card Replacement	AUD\$50-00	Added to Account for payment	A new key/card, administrative costs and processing costs
*Lock Out (after office hours)	AUD\$100-00 (please see Notes)	Added to Account for payment	Staff member giving you access to your room. See below for further details.
*Room Cleaning	AUD\$55-00 per hour – single room  AUD\$55-00 per hour – either A or B side twin share room AUD\$65-00 per hour – single room forced clean or exit clean  AUD\$85-00 per hour – twin share room forced clean or exit	Payable on Lodgement of your Cleaning Request Form	Requested clean: Dust, vacuum, all surfaces wiped, rubbish removed. Forced clean: Dust, vacuum, all surfaces wiped, rubbish removed. Exit clean (prior to vacating): Dust, vacuum, all surfaces wiped, blinds wiped down, window cleaned (internal) rubbish removed.

	clean		
*Damage Repairs	AUD\$55-00 per hour For each worker required plus materials used	Added to Account for payment	Tradesperson(s) or labourer(s), parts, equipment and supplies required. See below for further details.
*Approved Release From Contract Fee(Cancellation):	AUS\$ 4 Weeks Rent Amount	Added to Account for Payment and is due before or on Departure.	

## Important Notes for Residents

- Red asterisk \* denotes a NON-REFUNDABLE fee. This is not negotiable.
- Payment of your accommodation fees:
  - ALL international students must pay for their accommodation over the length of their contract on arrival
  - Resident should be always paid to one month in advance
  - Subsequent payments may be paid monthly
  - Domestic students may choose to pay for the entire contract length up front
  - You will be billed for the entirety of your stay on arrival. Any additional charges will generate a printed account, which will be placed with your mail

## Lock Out After Hours

It is important that you always carry your key card with you when you are absent from your room for any reason. If you are locked out after normal office hours, it may not be possible for a member of the staff team to come to site and open your door for you. Residents should be mindful of this, and ensure that they have their key, even if you are visiting a friend down the hall, or simply going to the bathroom.

## Cleaning Charges

These rates have been calculated on the advertised hourly cost for general domestic cleaning in New South Wales.

## Damage Repair Charges

These rates have been calculated on the advertised hourly cost for maintenance work in New South Wales.

Please note that \$55-00 per hour plus material will apply to each trades/repair person required for the job. For example, if the repair requires two people to work on it, the rate will apply to both workers. Should an external repair service be required (e.g. a locksmith, a glazier for a broken window) the invoice costs for the repair will be added to the residents accommodation account and a copy of the invoice given to the resident.

## Outstanding Fees

Should a resident depart WSA without paying fees, or has an outstanding balance owing, they will be given a period of 10 business days to reconcile the outstanding balance. After this time has elapsed, the outstanding account will be forwarded to WSA's preferred Debts Collection Service, and fees for this service will be added to the outstanding amount owed by the resident.