

Munich, in December 2021

## Your interest in our house – holiday letting

Dear prospective tenant,

Thank you for your interest in our student residence. The John Mott House is one of three houses of the Young Men's Christian Association (YMCA) in Munich. We offer young men who want to study in Munich the opportunity to live and work together with other students in a hall of residence.

Please complete the enclosed application form in full and return it to us with the additional documents requested. Cover letter and house rules remain for you.

With four floors, the student residence comprises part of the John Mott House. The 17 residents on each floor have access to sanitary facilities, a common kitchen and a common living room. You can also use the sports hall and the garden.

In the John Mott House, there are fully furnished single rooms in four different sizes (approx. 10, 12, 16 and 20 m<sup>2</sup>). The rent is currently € 249, € 271, € 332 and € 369. This amount includes charges for electricity, water and heating, as well as for the use of kitchens and showers. There is no entitlement to the allocation of a specific room. A security deposit of one month's rent and a key deposit of € 50 are required. In addition, a one-off cleaning and service fee of € 40 may be payable at the beginning of the holiday rental.

We accept applications for holiday rentals at any time. A room will be allocated as soon as a room is available for this purpose and, in the case of a sublet, as soon as the main tenant has agreed to it.

Please do not hesitate to contact us if you have any further questions.

Yours sincerely



Home management  
Munich YMCA

**Geschäftsführender Vorstand**

Friedhart Reiner (Vorsitzender), Heidemarie Bergmann,  
Judith Hübner, Matthias Kunick, Hans-Martin Lauer,  
Stefan Nicklas, Joachim Schmutz

**Bankverbindung**

Evangelische Bank  
IBAN: DE84 5206 0410 0003 4022 23 BIC: GENODEF1EK1  
HypoVereinsbank München  
IBAN: DE67 7002 0270 0000 5043 05 BIC: HYVEDEMMXXX

[www.cvjm-muenchen.org](http://www.cvjm-muenchen.org)©   @cvjmmuenchen

# APPLICATION FORM

Please fill in this application form properly. Forms which are uncompleted (also those without photo) will not be accepted.

To

JOHN-MOTT-HAUS

Studentenwohnheim des CVJM München e.V.

Theo-Prosel-Weg 16

80797 München

Germany

Photo

*Please write  
your name  
on the back  
of the photo!*

**I ask for admission to the John Mott House  
for the following period (up to 3 months): from \_\_\_\_\_ to \_\_\_\_\_**

## **1. INFORMATION ABOUT YOURSELF:**

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- 1.1 family name: \_\_\_\_\_ first name: \_\_\_\_\_
- 1.2 date of birth: \_\_\_\_\_ place of birth: \_\_\_\_\_ No. of brothers/sisters: \_\_\_\_\_
- 1.3 nationality: \_\_\_\_\_ denomination: \_\_\_\_\_
- 1.4 in case of any difference: please send answer to my application to this address (do please include phone number):  
\_\_\_\_\_
- 1.5 E-Mail: \_\_\_\_\_ mobile: \_\_\_\_\_

## **2. OTHER INFORMATION**

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- 2.1 You need a room at John Mott Haus for the following reason:  
 study  internship  other and indeed: \_\_\_\_\_
- 2.2 You are also interested in a longer-term rental period (lease up to six semesters)?  
 yes  no
- 2.3 Do you know someone in the John Mott House? If so, who? \_\_\_\_\_

## **3. IMPORTANT – PLEASE NOTE**

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- 3.1 Please enclose a copy of your identity card.
- 3.2 I am aware that in case of a commitment I have no claim to a specific room. I have taken note of the house rules and hereby apply for a place of residence under the known conditions.
- 3.3  **In the case of a cancellation I ask for the return of my application documents and enclose a stamped return envelope.**

\_\_\_\_\_

place, date

\_\_\_\_\_

signature

The personal data transmitted by me will be stored in accordance with the legal requirements (EU General Data Protection Regulation). I accept the privacy policy of the Munich YMCA. This can be viewed at ([www.cvjm-muenchen.org/datenschutz](http://www.cvjm-muenchen.org/datenschutz)).

## The house rules in John-Mott-Haus

1. New main tenants have to register with the police at the responsible residents' registration office (Bürgerbüro, Leonrodstraße 21, Tel.: 089 2339600) and submit the registration confirmation to the home management no later than 14 days after moving in. When moving out, the deregistration has to be done accordingly.
2. From 11pm to 7am a "night rest" should be respected. Noise is to be avoided, in the garden the general night rest applies from 10pm. From 10pm also each resident of the house is obliged to lock the back door and activate the lock at the main entrance.
3. Smoking is strictly prohibited in the entire house. This also applies to water pipes and e-cigarettes. If any damage occurs due to smoking in the building, the person causing the damage is liable for it. Any repair of the premises will be carried out at his expense.
4. The volume of music and multimedia devices must be reduced to a minimum (room volume). Loud musical instruments must not be played.
5. With guests staying in the rooms everyone must be considerate of the other floor and home residents. In the interest of all floor residents, overnight stays of guests in the rooms must be reported to the home management in advance and approved by it. For longer stays (from the 4th night per month) a fee will be charged for the overnight stay. Guest rooms are available for female visitors during the night. We ask that no female visitors stay overnight in the student rooms. Each resident is responsible for the behavior of their guests.
6. Each resident is obliged to maintain cleanliness and order in the entire house area (this applies in particular to the kitchens and common rooms) and must ensure cleanliness and order in his or her room (wash basin, etc.). Rubbish must be separated before disposal. Each person is responsible for the disposal of bulky waste and waste that has to be disposed of at a recycling centre. The storage of such waste in the house or in the open spaces is strictly prohibited.
7. Washing dishes in the sink in the room is not permitted. The sink in the kitchen is available for washing up. The removal of blockages caused by grease and food residues in the room will be charged to the person responsible.
8. The fire safety regulations are part of the house rules. They are available in the fire extinguishing niches in the stairwell on each floor. The corridors on the floors are to be kept free of objects of any kind as escape routes at all times.
9. Damage to walls, installations and furnishings as well as water, fire and storm damage or pipe defects must be reported to the home management immediately (preferably on the notification slips provided or via the online damage form). The damage will be repaired as quickly as possible. The costs for this may be charged to the causer.  
The slamming of doors by mechanical force or draught should be prevented.
10. Installations and extensions or other changes in the rented rooms may only be made with the prior written consent of the home provider. It is not permitted to drill into the walls of the rooms. All rooms of this house, furniture and other inventory must be treated with care. This also applies to the shared rooms such as the kitchen (cooker, refrigerator, storage areas, etc.), the living room and the sanitary facilities. These facilities should also be

available to the following residents in the best possible condition. Furniture may only be removed or modified with the written permission of the home provider.  
Those responsible for damage may be held liable for compensation.

11. Energy must be used sparingly. Keep windows and doors closed, especially during the heating season. Electrical appliances should be switched off immediately after use and taps should be turned off to conserve the water heater.
12. For safety reasons, washing and electric drying of laundry as well as cooking is not permitted in the rooms. Coins for the use of the washing machines and the dryer in the laundry room can be purchased from the house management.
13. The rooms are to be locked. Personal belongings are to be kept under lock and key; any liability of the landlord for losses is excluded. Unfortunately, there is no storage space available for luggage, skis, suitcases, pieces of furniture, cardboard boxes and similar items. Objects lying around in public areas (corridors, garden, garage, etc.) will be removed by the house management. If the tenant does not collect these items within three weeks, they will be disposed of.
14. The car parking spaces in the courtyard are reserved for YMCA staff. Vehicles may only be parked in the parking spaces in front of the house. There are parking spaces for bicycles in the garage and in the courtyard. A maximum of one bicycle per resident may be parked in the outdoor areas. This bicycle must be marked with a current JMH bicycle sticker. Unmarked bicycles will be removed regularly. The entire width of the entrance to the courtyard must be kept clear. The garage door must always be locked at night in your own interest.
15. The group room "Milchbar" is available to the residents of the house as a meeting room and for work groups after prior registration in the home office and is to be cleaned up after use. The garden is also available to the residents. It is to be treated with care. The beer tables and benches can be used by prior arrangement with the home's management and must be cleaned up afterwards. Events and usage requirements of the YMCA have priority over private events and private needs at all times.
16. The facilities of the Municipal Youth Center (table tennis and billiard room, sports hall, etc.) can only be used within the framework of the tutoring programme after consultation with the management of the Youth Center.
17. Posters and notices may only be displayed with the permission of the home's management.
18. The keeping of pets is not allowed.

These house rules serve to promote living together in the house, to prevent misunderstandings and to keep the operating costs of the house and thus also the rents low. They are part of every rental agreement and are binding for all residents and guests of the house. Failure to comply with one or more points of these rules can, depending on the circumstances, be considered a serious violation of the house rules and bring appropriate consequences.

John-Mott-Haus, July 2021