



# PAYMENT FOR PRIVATE RENTAL OF PROPERTY

## A: PARTICULARS OF THE TENANT (student)

Student number

## B: PARTICULARS OF LANDLORD/AGENCY (OWNER OF HOUSE)

Initials and Surname/  
Name of agency

Address of  
Landlord/Agency

Identity number

Contact telephone number Code  Number

Rental amount per month

Signature of Landlord  Date

## C: BANK ACCOUNT PARTICULARS OF LANDLORD/AGENCY (OWNER OF HOUSE)

Name of the Bank  Account Number

Branch  Branch Code

Account Type  Cheque  Savings  Transmission  Loan

**OFFICIAL STAMP  
OF BANK**

Signature of Bank Officer

Date

Amount  (To be filled in by Fees and Financial Aid)

**FOR OFFICE USE**

This form must be completed properly and the following documentation must be attached before submitting it to the Fees and Financial Aid Offices:

The claim form       The rental agreement             Most recent financial statement

Data received from student       -  -  (e.g. Day-Month-Year)  
 Date received by Residence       -  -  (e.g. Day-Month-Year)  
 Date received by Financial Aid       -  -  (e.g. Day-Month-Year)

	Amount available	R
	-Outstanding EFC	R
	=Amount available for private accommodation	R
Claim period: From <input type="text"/> To <input type="text"/> x Approved rent per month=(-)		<b>R</b>
Actual rent on contract <input type="text"/>	=Amount available for meal/living allowance	R

Reviewed by Residence	<input type="text"/>	Date	<input type="text"/>
Verified by FFA	<input type="text"/>	Date	<input type="text"/>
	Supervisor: FFA/ or delegate		
Authorised by	<input type="text"/>	Date	<input type="text"/>
	Director FFA/ or delegate		

Comments/Reason denied

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# CLAIM FORM FOR PRIVATE RENTAL OF PROPERTY

## PARTICULARS OF THE TENANT (student)

Surname and initials

Student number  Months claimed: From  To

Address of premises/room/flat occupied by the student

Postal Code

- Accommodation costs will be covered before any amount will be paid for meal allowances.
- Accommodation/meal allowances will only be paid after the loan has been paid by NSFAS and there is credit balance on the account /EFC has been paid.

## PARTICULARS OF LANDLORD/AGENCY

### 1. In the case of an AGENCY

Name of agency

Address of agency

Postal Code  Contact telephone number: Code  Number

Surname and initials of duly authorised person

Contact telephone number Code  Number

Rental amount per month R

# OFFICIAL STAMP OF AGENCY

Date stamped by agency	/ / 2022

**2. In the case of PRIVATE NEGOTIATIONS**

LS 139.3

The landlord of the rented property is: (Mark the appropriate choice with an "X")

The owner/Leasehold owner  The site permit holder  The Residential permit holder

Title deed details	Site permit details	Residential permit details
<input type="text"/>	<input type="text"/>	<input type="text"/>

**Details of Landlord**

Surname  Initials

Identity number

*Certified ID document of the Landlord must be attached to this claim form*

Residential address

Postal Code  Contact telephone number: Code  Number

Rental amount per month  R

I, \_\_\_\_\_ (surname and name in **block letters**), hereby confirm that the information in this document is correct, and **written** notice will be given to the University in case of the cancellation/alteration of the agreement. To my knowledge, the student is **the sole** occupant of the above-mentioned premises.

Signature of Landlord

Date signed

Signature of the Student

Date signed

**FOR OFFICE USE**

**TO BE COMPLETED BY THE DULY AUTHORISED PERSON OF THE APPLICABLE TRANSITIONAL COUNCIL IF RENTAL OF ACOMMODATION IS NOT VIA A REGISTERED AGENCY BUT VIA PRIVATE NEGOTIATIONS**

I certify that the information supplied on this form has been verified and is a true reflection of the information possessed by the Transitional Council - Housing Division:

Place  Date  Time

Official of council: Surname  Initial

Contact telephone number Code  Number

Information correct  Information incorrect  Reason for choice (if applicable):

Comment:

**OFFICIAL STAMP  
OF COUNCIL**

Signature: Official of Council	<input type="text"/>
Date verified and signed	/ / 2022



LS 137.3

**RENTAL AGREEMENT BETWEEN THE LANDLORD AND A  
STUDENT VIA PRIVATE NEGOTIATIONS OR IF THE STUDENT  
LIVES AT HOME**

**A** Entered into between:

**THE LESSOR:** (Full name and surname)

Mark appropriate choice with an "X":

- 1. Owner/Leasehold owner
- 2. Site permit holder
- 3. Residential permit holder

ID number of lessor:

Contact telephone number: Code:  Number:

And **THE LESSEE** (student):  
(Full name and surname)

Student number:

Contact telephone number: Code:  Number:

**B** The above-mentioned parties agree to the following stipulated rental agreement, which specifies the role of the lessor and the obligations of the tenant:

The agreement is operative with effect from

when the lessor lets out to the lessee lodgings at

Postal code

here after called the premises.

C

The lessor declares that he/she is rightfully able to rent the premises to the lessee.

D

The premises and their contents are let to the lessee for a period of [ ] months from the date of commencement stipulated in paragraph B.

Mark the appropriate choice with an "X"

1. The lessee shall pay to the lessor as rent for the premises/flat [ ] room [ ] and contents the sum of R [ ] per month, payable on the [ ] of each month
2. The lessee shall pay the lessor an additional amount equivalent to one month's rental. The lessor shall hold the sum as security for damage caused to the premises or their contents, and this sum shall be returned to the lessee by the lessor within [ ] days of the expiration or termination of the rental agreement for any reason whatsoever, provided that the premises and their contents are returned to the lessor in good order and condition, fair wear and tear excepted.  
provided that the premises and their contents are returned to the lessor in good order and condition, fair wear and tear excepted.
- 3.1 The lessor shall be entitled, at any time during the currency of this rental agreement; to adjust the rental by giving 1 (one)-calendar month's written notice to the lessee.
- 3.2 The lessee may not cede, assign or sublet, or permit anyone to occupy, the rented premises/room or any part of it without the lessor's prior written consent. The lessee may under no circumstances take in any person or persons on the premises as paying guests or lodgers without the prior written consent of the lessor and may not allow the premises to become overcrowded.
- 3.3 Should the lessee fail to pay any amount owing in terms of this rental agreement on the due date thereof, or commit any breach of any of the terms of this agreement, the lessor shall be entitled to cancel this contract forthwith without prejudice to any other claim that the lessor may have against the lessee.
- 3.4 No variation of this rental agreement, or the mutually agreed cancellation thereof, shall be of any force or effect unless it is in writing and is signed by or on behalf of the lessor and the lessee.
4. The lessor acknowledges that the Central University of Technology, Free State is not a party to this agreement and that the lessee is personally liable for the payment of the rent according to the contents of this contract. As such, the University shall not be liable to the lessor or lessee in terms of this agreement. Nor shall the CUT be bound by any warranties, representations, undertakings or similar assumptions, either express or implied, made by its officers, employees or students purporting to fix the CUT with any liability directly or indirectly related to this agreement.
5. This rental shall be terminable by either the lessor or the lessee upon one month's notice in writing, provided that such notice must be given at or before noon on the first day of the month at the end of which the rental is to expire.
6. The lessor chooses his/her *domicilium citandi et executandi*, while that of the lessee shall be the address of the premises.

**LESSOR**

Signed at  this  day of  2022  
by the lessor.

**WITNESSES FOR THE LESSOR:**

1.   
2.    
**THE LESSOR**

**LESSEE**

Signed at  this  day of  2022  
by the lessee.

**WITNESSES FOR THE LESSEE:**

1.   
2.    
**THE LESSEE**

**IMPORTANT:** IF THE LESSEE IS A MINOR, THIS AGREEMENT MUST BE SIGNED WITH THE ASSISTANCE OF HIS/HER PARENT/GUARDIAN.

Signed at  this  day of  2022  
by the parent/guardian.

**WITNESSES FOR THE PARENT / GUARDIAN:**

1.   
2.  \_\_\_\_\_  
**PARENT / GUARDIAN**