

上海交通大学番禺大厦国际学生公寓住宿合同
The Housing Contract for International Students at Panyu Building
Shanghai Jiao Tong University

甲方: 上海交通大学人文学院

Party A: School of Humanities, Shanghai Jiaotong University

地址 Address:

上海市徐汇区华山路 1954 号

Lecture Building, No.1, 1954 Huashan Road, Xuhui District, Shanghai.

乙方: 上海交通大学人文学院国际学生

Party B: International Student at School of Humanities, Shanghai Jiao Tong University

姓名 NAME :

国籍 NATIONALITY:

护照号 PASSPORT No.:

联系电话 CONTACT:

学号 STUDENT No.

性别 GENDER:

为维护学院正常的教育、教学秩序和生活秩序, 为国际学生提供良好的学习生活环境, 保护学校和学生的合法权益, 依据有关法律、法规以及《上海交通大学留学生手册(汉语生)》、《上海交通大学学生宿舍管理办法》和《上海交通大学国际学生公寓住宿管理办法》的规定, 甲乙双方在平等、自愿的基础上, 就乙方租赁甲方国际学生公寓事宜, 订立本合同。

In an effort to create a favorable environment for teaching, learning and living, and safeguard the legitimate rights and interests of School of Humanities and the international students, Party A and Party B hereby enter into the housing contract pursuant to the pertinent laws, rules and regulations, including *Handbook for International Students (Chinese Language Learners)*, *Student Accommodation Regulatory Rules at SJTU* and *International Student Accommodation Regulatory Rules at SJTU*. Party A and Party B have reached an agreement through friendly consultation to conclude the following house-leasing contract.

第一条 房屋的座落及用途

甲方将上海交通大学番禺大厦国际学生公寓楼_____室出租给乙方居住。

房屋仅供乙方进行居住, 乙方不得擅自改变房屋的用途。

Article 1 Location and Use

Party A shall lease the Room _____ in Panyu Building to Party B and the Room type is single/double.

The room assigned to the resident will be used by Party B solely for residential purposes. Party B may not use the room for any other purposes.

第二条 租赁期限

(一) 房屋租赁期限自_____年_____月_____日至_____年_____月_____日。

(二) 甲方应于租赁期限起始日前按约定条件将房屋交付给乙方。房屋设备、设施清单文件经甲方授权的楼栋管理部门和乙方签字并移交房门钥匙后视为交付完成。同时, 乙方应向甲方授权的楼栋管理部门支付人民币 100 元作为钥匙和物品管理费用押金。经签字确认的房屋设备、设施清单文件作为本合同之附件。

Article 2 The Lease Term

a) The lease term: from _____ / _____ / _____ to _____ / _____ / _____ (D/M/Y)

b) Party A shall deliver the room to Party B before the commencement date of the lease term in accordance with the agreed terms. The delivery shall be deemed to be made on signing the documents concerning the equipment and the list of attached facilities followed by the handover of key between Party A's duly delegated housing authority and Party B. Party B shall pay 100 RMB as a deposit for key and belongings management in the meanwhile to Party A's duly delegated housing authority. The signed documents concerning the equipment and the list of attached facilities in the room shall be enclosed as appendix thereof.

第三条 房屋的预订和续订

(一) 乙方应按甲方的要求通过网络系统进行预订并在指定期限内付费。

(二) 乙方如需在本合同规定租赁期限后继续住宿, 应按甲方的相应规定进行续订并支付下一租赁期的费用。

Article 3 The Reservation and the Extension

a) Party B shall make reservations online and pay the rent as required by Party A.

b) If Party B intends to extend lease term, Party B shall make such extensions according to the relevant regulations and complete payment of house rent for the next term.

第四条 入住时间及租赁费用

Article 4 Check-in Date and the Fees

(一) 乙方在学期报到注册日的一周内办理入住。

a) Party B shall check in within one week after the registration date of the semester.

(二) 若乙方在租赁期限起始日后的 1 周内未办理入住手续, 本合同自动解除, 同时, 乙方应向甲方支付 50% 的房屋租赁费用。

b) If Party B fails to check in within one week after the commencement date of the lease term, the contract shall be terminated automatically and Party B shall pay 50% of the lease fees to Party A.

(三) 本合同订立后, 如乙方因个人原因无法入住房屋可向甲方申请退还已经支付的租赁费用, 但申请仅限于学期开学的第 1 周前提出。提出申请的方式包括: 送达书面文件、发送电子邮件和电话告知。

c) In the event that Party B can't move in the room for personal reasons after this contract has been concluded, Party B shall submit applications to Party A before the first week of the semester, requesting Party A to return the lease fees that have been paid by Party B. Applications can be made via: written notice, E-mail or telephone.

(四) 乙方在预订宿舍时应按照本条第(五)款之约定向甲方支付房屋租赁费用。甲方根据学校公布的《番禺大厦国际学生公寓

管理条例》中的住宿收费标准，向乙方收取房屋租赁费用。

d) Party B shall pay the lease fees as specified in (e) of Article 4. Party A shall charge Party B with the lease fees based on *International Student Accommodation Regulations at Panyu Building*.

(五) 房屋租赁期限内的租赁费用为人民币 (大写) _____ 元 (小写: _____ 元)。

甲方在收到房屋租赁费用后应向乙方提供有效收款证明。

e) The house rent during the lease term: _____ RMB. Party A will issue an effectual receipt to Party B upon receiving the payment.

第五条 住宿登记

乙方应在规定时间内携带有效身份证件至甲方规定的地点办理校外住宿登记。

Article 5 Check-in Procedures

Party B shall check in at the place specified by Party A with the valid identity documents within the required time.

第六条 退宿

Article 6 Check-out

(一) 乙方应按《番禺大厦国际学生公寓管理条例》的要求，于租赁结束之日前将所有个人物品搬离房屋并办理退宿手续。

a) Party B shall remove all the personal belongings out of the room and check out prior to the ending date of the lease term, according to requirements in *International Student Accommodation Regulations at Panyu Building*.

(二) 租赁期满或本合同解除后，乙方应按照原状返还房屋及其附属物品、设备设施并交还钥匙或门卡。经甲方授权的楼栋管理部门和乙方应共同对房屋和附属物品、设备设施进行验收。

如附属物品和设备设施无损坏和缺失，楼栋管理部门应向乙方全额退还押金。

如附属物品和设备设施有损坏或缺失，则由乙方承担相应赔偿费用。赔偿费用可从应返还的押金中扣除。当押金不足以支付赔偿费用时，应由乙方支付剩余赔偿费用。

b) When the lease term expires or the contract comes to termination, Party B shall return the room, attached facilities and properties to Party A in the original state, together with the key(s) or entrance card(s). The acceptance inspection of the room, attached facilities and properties will be performed by Party A's duly delegated housing authority and Party B.

In the case of no damages to the attached facilities and properties, the apartment management division will return the deposit in full to Party B.

Where attached facilities and properties suffer a loss, the liability to pay compensation shall be assumed by Party B, which may be paid by deducting from the deposit. In case the deposit is not sufficient to cover the loss, Party B should pay additional compensation to Party A.

(三) 乙方如欲在住宿期间内提前退宿，住宿费用不予退还；

c) If Party B intends to check out prior to the expiration date, Party B cannot get any refund of the accommodation fee.

(四) 本合同自退宿之日起解除。

d) The contract shall come to dissolution as of the check-out day.

(五) 乙方若在超过租赁结束期限后 3 天仍未退宿，甲方有权采取必要措施强制搬离，由此产生的费用由乙方承担。

e) In the case that Party B fails to check out 3 days after the expiration date, Party A shall be entitled to duly take necessary measures to have Party B out of the room, and any cost and expenses arising out of such measures will be borne by Party B.

第七条 管理制度

在入住房屋期间，乙方应遵守相关法律、法规以及《上海交通大学留学生手册（汉语生）》和《番禺大厦国际学生公寓住宿管理条例》的各项规定，同时接受因违反以上规定而受到的处罚。

Article 7 Regulatory Rules

During the period of residence, Party B shall abide by the relevant laws, regulations and applicable articles in *Handbook for International Students (Chinese Language Learners) at SJTU and International Student Accommodation Regulations at Panyu Building*. Punishment shall be imposed on Party B for any breach or violation of these pertinent rules.

第八条 附则

(一) 本合同经双方签字或盖章后生效。本合同一式贰份，甲乙双方各执壹份。

(二) 本合同以中文版本为准。

Article 8 Supplementary Provisions

a) The contract will come into force after signature or seal of both parties. The contract is made in duplicate with each party holding one copy.

b) If there is any inconsistency or ambiguity between the English version and the Chinese version, the Chinese version shall prevail.

甲方：上海交通大学人文学院（盖章）

Party A: School of Humanities, SJTU (Seal)

乙方：（签名）

Party B: (Signature)

签署日期 Date of Signature:
年 (Y)月(M) 日(D)