

Dear students,

Since you will be moving out soon, we would like to inform you about how to leave your room and apartment behind.

You are not only responsible for your own room, but also for the shared areas. We expect that all rooms will be clean and under the same conditions as the condition it was on the time that you received the keys from Antares.

**The following guidelines will help you to leave your room as should:**

- Clean your bedroom (floor, table, etc)
- Clean all shared areas (kitchen, bathroom, toilet)
- All standard equipment as written in the inventory list has to be present
- Any additional equipment or personal belongings should be removed
- Remove your bike and other belongings from the storage
- Hand in the keys at latest 10:00 a.m. on the day of departure

Please note that the costs for replacing or removing equipment will be charged from your deposit. Same goes for extra cleaning costs. Make sure you leave everything as you got it, so we can fully refund your deposit.

If you have a question regarding this letter, please do not hesitate to contact us.

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