



Unipol Student Homes, 155-157 Woodhouse Lane, Leeds LS2 3ED Tel: 0113 243 0169 Fax: 0113 234 3549
 E-mail: professionals@unipol.leeds.ac.uk Website: www.unipol.org.uk/leedsprofessionals
 Unipol operates an active policy against discrimination and takes action against anyone who attempts to discriminate against students on the grounds of sex, sexuality, race, creed or colour.

OWNER MEMBERSHIP FORM

Please fill in using ink and capital letters and return or fax to Unipol

Membership No.

Tick the boxes below to indicate what contact information you would like to appear on advert.

<input type="checkbox"/> Surname	<input type="checkbox"/> First Name	<input type="checkbox"/> Title
<input type="checkbox"/> Company Name		
<input type="checkbox"/> Contact Name		
<input type="checkbox"/> Address		<input type="checkbox"/> Postcode
<input type="checkbox"/> Phone (1):	<input type="checkbox"/> Phone (2):	
<input type="checkbox"/> Fax:	<input type="checkbox"/> E-mail:	
<input type="checkbox"/> Web:		

The fee for using Unipol is the same whether you choose to join the Code or not.

Please tick as appropriate:

I wish to register my properties for the Leeds Landlord Accreditation Scheme

I do not want to join the Leeds Landlord Accreditation Scheme – I will use Unipol to advertise my properties

Number of properties to register: Fee Payable: £ p

Do you intend to use the online service for owners? Yes No

Have you already received a username and password? Yes No

I agree to abide by the conditions of service outlined below.

Signature	Date
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Payment Details

Cash Cheque Card - please pay at a Unipol office or via our website

Membership Fee from 1st October 2008 (fees expire 30th September 2009)

The fees will be calculated on the basis of the number of properties actually advertised within the registration period.

If you are only registered on the Professional site the following fee levels will apply:

£77.02 + VAT (£84.62) each for the first four properties (i.e. 1-4 Properties)	£1,105.31 + VAT (£1298.74) for 31-35 properties
£58.17 + VAT (£68.35) each for the next two properties (i.e. 5-6 Properties)	£1,172.72 + VAT (£1377.95) for 36-40 properties
£43.40 + VAT (£51) each for the next four properties (i.e. 7-10 Properties)	£1,303.84 + VAT (£1532.01) for 41-60 properties
£650.07 + VAT (£763.83) for 11-15 properties	£1,486.67 + VAT (£1746.84) for 61-90 properties
£717.48 + VAT (£843.04) for 16-20 properties	£1,765.54 + VAT (£2074.51) for 91-120 properties
£887.23 + VAT (£1042.50) for 21-25 properties	£2,049.95 + VAT (£2408.69) for 121-150 properties
£1042.52 + VAT (£1224.96) for 26-30 properties	£2,278.96 + VAT (£2677.78) for unlimited properties

Larger Developments (over 25 bed spaces) individually negotiated

Any properties currently registered on the Unipol Leeds Student site can now be advertised for free on the professional site *

* please indicate on the back of this sheet the properties you wish to transfer

Conditions of Service

1. If a registration is upgraded for more properties, the upgrading fee covers the same period as the initial period of registration.
2. Fees must be paid before any properties can be advertised or marketed as Leeds Landlord Accreditation Scheme.
3. We reserve the right to charge an administration fee of £10.00 where an owner has to be written to because they have advertised more properties than their fee allows.
4. All advertisements are accepted at the discretion of Unipol Student Homes.
5. Advertisements are displayed until Unipol is informed by the owner that it is taken. All property is removed from display after three months unless the owner requests that it be kept on display.
6. The information given on any advert must be accurate and honest at all times.
7. Any owner suspected of registering for a low number of properties and redirecting students to other properties can have their registration suspended at any time without notice.
8. Data Protection Act 1998. By registering to use this service, you are giving consent that any information given by you regarding your registration and any properties advertised shall be processed and held on systems operated by Unipol Student Homes, Leeds Student Homes Limited (our associated trading company) and Netlet Holdings Limited (an application services provider used by Leeds Student Homes Limited). We will reasonably endeavour to protect the information we obtain from you from loss, misuse, or unauthorised access, leading to disclosure, alteration or destruction. Information may be disclosed to statutory authorities on request.
9. Unipol or Netlet Holdings Limited may also pass information to third parties for direct marketing purposes. Tick here if you wish to opt out from this.
10. Owners agree not to stand or approach prospective tenants within 100 metres of the Unipol offices. Failure to comply with this will result in the owner's registration and advertisements being suspended without notice.
11. Unipol Student Homes accepts no liability whatsoever in respect of the advertisements prepared by Unipol Student Homes based on the contents on Accommodation Details Forms and in no circumstances (whether caused by negligence or otherwise) will Unipol Student Homes be liable for any consequential or indirect damage or loss of rent or loss of profit suffered or incurred by you or any third party howsoever caused.