

**Application for rebate from licence agreement**

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| **Name: …………………………………………………………………………………………………**  **Student ID:.………………………………………………………………………………………….**  **Accommodation address: ……………….……………………………………………………….**  **Date keys handed in:………………………………………………………………………………** |
| **Please describe your exceptional circumstances (include details of supporting evidence that you have submitted with this application):** |

**Signature**……………………………………………………………….. **Date:**…………………………..

Upon completion of the Application for rebate from licence agreement form we recommend that you email it, along with your supporting evidence to [accommodation@leedsbeckett.ac.uk](mailto:accommodation@leedsbeckett.ac.uk)

Upon receipt of this form Accommodation and Residential Services will acknowledge receipt by email within 5 working days. The email will detail when the panel will hear your application and when you can expect to have a decision regarding your application. (This is normally in writing, to your email address, within 10 working days of the appeal panel hearing.)

**Telephone 0113 8125972 Email** [**accommodation@leedsbeckett.ac.uk**](mailto:accommodation@leedsbeckett.ac.uk)