

JESUS COLLEGE OXFORD

-and-

Mr Lyreco Test2

LICENCE TO OCCUPY

relating to
Cheng Building
25 CB (02.23A.6)

Jesus College Oxford

THIS LICENCE AGREEMENT is dated the date on which the Accommodation Acceptance Form is signed

PARTIES

(1) "Jesus College, Oxford"

(2) "the Student"

A junior member of Jesus College, Oxford or of any other college within the University of Oxford whose name and (if any) address is stated in the Accommodation Offer Letter

AGREED TERMS

1. Definitions and Interpretation

The following definitions and rules of interpretation apply in this Licence.

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| 1.1 | "Accommodation" | means a study bedroom within the College specified in the Accommodation Offer Letter allocated to the Student on or before the date of this Licence and in respect of which the Student has been issued a key and/or fob. |
| 1.2 | "Accommodation Contract" | means the Offer Letter specifying the name of the Student, the Accommodation and the Rate signed by the Student on or before the commencement of the Licence Period to signify the Student's acceptance of the terms and conditions of this Licence Agreement |
| 1.3 | "Building" | the building at the College within which the Accommodation is situated |
| 1.4 | "Charge" | the amount payable by the Student to Jesus College, Oxford for the Accommodation at the Rate or such other amount as Jesus College, Oxford in its absolute discretion may from time to time determine on giving not less than one month's written notice |
| 1.5 | "the Code of Practice" | means the Code of Practice for the Management of Student Housing (https://www.universities.uk.ac.uk/topics/students/student-support/accommodation-code-practice) published from time to time by Universities UK and under which Jesus College, Oxford is an accredited institution |
| 1.6 | "the College" | means the buildings and grounds, at both Main and Annex sites, comprising Jesus College, Oxford |
| 1.7 | "Common Facilities" | means the kitchens, where applicable, bathrooms and WCs within the Building intended for the shared use of the Student and other occupiers of the Building |
| 1.8 | "Common Parts" | means such paths, entrance halls, corridors, lifts, staircases, landing and other means of access in or upon the Building the use of which is necessary |

for obtaining access to and egress from the Accommodation as designated from time to time by Jesus College, Oxford.

- 1.9 "Competent Authority" any statutory undertaker or any statutory public local or other authority or regulatory body or any court of law or government department or any of them or any of their duly authorised officers.
- 1.10 "Contents" means the fixtures fittings and equipment in the Accommodation as listed in the inventory supplied by Jesus College, Oxford on or before the commencement of the Licence Period
- 1.11 "Full Term" means any one of the full terms of the University of Oxford comprising Michaelmas Term Hilary Term and Trinity Term
- 1.12 "Information and Regulations" means the information and regulations for junior members of Jesus College, Oxford from time to time in force and set out in the handbook provided for or made available to the Student on or before the commencement of this Licence and unless the context otherwise requires the information and regulations in the handbook shall apply to the Student as if the Student was a member of Jesus College, Oxford
- 1.13 "Licence Period" means in respect of the Academic Year referred to in Contract and Offer Letter the periods from and to as stated in this Licence agreement:

From 14.00 on 26 Sep 2025 to 12 Jan 2026 at 10.00

From 14.00 on 12 Jan 2026 to 20 Apr 2026 at 10.00

From 14.00 on 20 Apr 2026 to 04 Jul 2026 at 10.00

From 14.00 on 04 Jul 2026 to 01 Aug 2026 at 10.00

From 14.00 on 01 Aug 2026 to 19 Sep 2026 at 10.00

- 1.14 "Necessary Consents" all planning permissions and all other consents, licences, permissions, certificates, authorisations and approvals whether of a public or private nature which shall be required by any Competent Authority for the Permitted Use.
- 1.15 "Permitted Use" means residential use for occupation by the Student whilst undertaking a full-time course of study at Jesus College, Oxford
- 1.16 "Rate" means the rate applicable to the Accommodation specified in the Appendix to this Licence Agreement

- 1.17 "Services" the supply or removal of heat, electricity, gas, water, sewage, energy, telecommunications, data and all other services and utilities
- 1.18 "Service Media" means all media for the Services and all structures, machinery and equipment ancillary to those media.
- 1.19 "Vacation" means any period which is not a Licence Period
- 1.20 Clause headings shall not affect the interpretation of this Licence.
- 1.21 In case of any inconsistency or conflict between the terms and conditions of this Licence Agreement and the Offer Letter, the Offer Letter shall prevail
- 1.22 Unless the context otherwise requires, words in the singular shall include the plural and in the plural shall include the singular.
- 1.23 Unless the context otherwise requires, a reference to one gender shall include a reference to the other genders.
- 1.24 A reference to laws in general is a reference to all local, national and directly applicable supra-national laws as amended, extended or re-enacted from time to time and shall include all subordinate laws made from time to time under them and all orders, notices, codes of practice and guidance made under them.
- 1.25 A reference to writing or written includes email but excludes fax.
- 1.26 Any obligation on a party not to do something includes an obligation not to allow that thing to be done and an obligation to use best endeavours to prevent that thing being done by another person.
- 1.27 References to clauses are to the clauses of this Licence.
- 1.28 Any words following the terms including, include, in particular, for example or any similar expression shall be construed as illustrative and shall not limit the sense of the words, description, definition, phrase or term preceding those terms.
- 1.29 A working day is any day which is not a Saturday, a Sunday, a bank holiday, a public holiday in England or the College Christmas and Easter Closures

2. Licence to Occupy

- 2.1 In consideration of the Charge and subject to Clause 3 and Clause 4, Jesus College, Oxford permits the Student to occupy the Accommodation for the Permitted Use for the Licence Period in common with Jesus College, Oxford and all others authorised by Jesus College, Oxford (so far as is not inconsistent with the rights given to the Student to use the Accommodation for the Permitted Use) together with the right for the Student to use :
- 2.1.1 such parts of the Common Parts for the purpose of access to and egress from the Accommodation as shall from time to time be designated by Jesus College, Oxford for such purpose.

2.1.2 the Common Facilities

2.1.3 the Service Media serving the Accommodation.

2.2 The Student acknowledges that:

2.2.1 the Student shall occupy the Accommodation as a licensee and that no relationship of landlord and tenant is created between Jesus College, Oxford and the Student by this Licence;

2.2.2 Jesus College, Oxford retains control, possession and management of the Accommodation and the Student has no right to exclude Jesus College, Oxford from the Accommodation;

2.2.3 the licence to occupy granted by this agreement is personal to the Student and is not assignable;

2.2.4 the Accommodation (if it includes more than one bedroom) may be shared only with another junior member of Jesus College, Oxford or another University Institution or a Visiting Student who has entered into an agreement with Jesus College, Oxford on the same terms as this Licence

2.2.5 without prejudice to its rights under Clause 5, Jesus College, Oxford shall be entitled at any time on giving not less than 3 days' notice to require the Student to transfer to alternative accommodation elsewhere within the College and the Student shall comply with such requirement whereupon this Licence shall apply to the new accommodation once all necessary consequential changes have been made

2.3 If Jesus College, Oxford agrees in writing to allow the Student to remain in occupation of the Accommodation or any other equivalent accommodation within the College during a Vacation the Student's occupation shall be governed by the terms of this Agreement once all necessary consequential changes have been made subject to the payment of the Charge (at the Rate determined on a daily basis) for each day when the Accommodation or equivalent accommodation is occupied by the Student. The rate for occupation of non-equivalent occupation shall be that notified by Jesus College, Oxford on acceptance of the Student's application for Vacation residence.

3. Student's obligations

The Student agrees and undertakes:

3.1 to pay to Jesus College, Oxford the Charge without any deduction in advance on or before the Monday of the Third week of each Full Term

3.2 without prejudice to any other remedy of Jesus College, Oxford if the whole or part of the Charge has not been paid due date within 14 days to pay to Jesus College, Oxford, interest on the amount outstanding at the rate of 2% per annum above the base rate of Bank Of England from time to time in force from the date payment became due until the date of actual payment

3.3 to keep the Accommodation clean, tidy and to regularly take rubbish to the designated refuse disposal area

3.4 not to use the Accommodation other than for the Permitted Use;

- 3.5 not at any time to leave the Accommodation unoccupied without locking the door and (if the Accommodation is on the ground floor and first floor of the Building) not to leave the Accommodation unoccupied without first closing and locking the windows
- 3.6 not to make any alteration or addition whatsoever to the Accommodation or the Service Media or the Services;
- 3.7 not to use mains powered fairy lights or display any advertisement, signboards, nameplate, inscription, flag, banner, placard, poster, signs or notices on the Accommodation walls, except on the pin boards provided in the accommodation, or elsewhere in the Building or the College.
- 3.8 (subject to Clause 2.2.4) not to share the Accommodation with anyone or purport to sublet or transfer it to any other person, unless the Accommodation is Thelwall House, the designated Couple's accommodation, in which case the spouse/partner may be allowed to reside, given prior registration with the Accommodation Office and Lodge.
- 3.9 not at any time
- 3.9.1 to part with possession or control of the keys or fob or card entry to the Accommodation and the College passes; and
- 3.9.2 forthwith to report any loss to Jesus College, Oxford;
- and to pay the reasonable cost incurred by Jesus College, Oxford for providing a replacement key and/or fob and/or entry card
- 3.10 not to exchange the Accommodation with an occupier of other accommodation within the College without Jesus College, Oxford's written consent, such consent not to be unreasonably withheld and provided a new Offer Letter and Licence are signed by both the exchanging parties
- 3.11 For all residents at the main site: not during the Licence Period to keep any motor vehicle or vehicle parts within the City of Oxford other than a mobility assistance vehicle. Residents at the Annex sites may request a parking permit for their vehicle (1 vehicle per flat), Permits will be issued on availability.
- 3.12 not to keep a bicycle or scooter in the Accommodation nor elsewhere within the College except (if available) in designated cycle scooter or charger bays, where available, provided for that purpose. e-bicycles, e-scooters and their chargers are NOT permitted on any College premises.
- 3.13 not to bring into the Building any animal unless an assistance dog recognised by Jesus College, Oxford as an aid for a person with a disability subject to having obtained Jesus College, Oxford's prior written approval.
- 3.14 not to smoke or vape anywhere within the College (including the Accommodation) except in areas designated by Jesus College, Oxford for that purpose and not to keep or permit to be kept or to take drugs other than for presented medicinal purposes
- 3.15 not to burn anything in the Accommodation whether or not using a naked flame including without limitation not to cause or permit the use of candles
- 3.16 not to cook in the Accommodation nor bring into the Accommodation any cooking equipment
- 3.17 not to tamper with any window restrictions within the Building

- 3.18 not to do or permit to be done on the Accommodation anything which is illegal or which may be or become a nuisance (whether actionable or not), annoyance, inconvenience or disturbance to Jesus College, Oxford or to occupiers of the College or any owner or occupier of neighbouring property
- 3.19 to report to Jesus College, Oxford any discrepancy between the Contents in the Accommodation and the Inventory within seven days from the first day of each Full Term
- 3.20 not to cause or permit to be caused any damage or alteration to:
- 3.20.1 the Accommodation, the Building or the College (including their decorative finishes); or
- 3.20.2 the Contents
- 3.20.3 to keep all working apparatus in good working order during the tenancy and not to repair (or procure the repair of) any such damage but immediately report to Jesus College, Oxford any damage or want of repair or any failure in the provision of any of the Services as soon as reasonably practicable and in any event within 24 hours of becoming aware of it
- 3.21 to indemnify Jesus College, Oxford on demand against the cost of making good any damage or destruction caused or permitted by the Student in breach of Clause 3.20
- 3.22 not to remove any furniture or equipment from the Accommodation nor bring any additional furniture or equipment (including upholstered items, fridges, electrical heaters, paraffin oil heaters or other electrical goods and cookers) into the College without complying with the regulations contained in the College Handbook
- 3.23 not to cause or permit anything harmful or which is likely to cause blockage in any of the drainage or water pipes within the Building
- 3.24 not to obstruct the Common Parts or the Common Facilities, make them dirty or untidy or leave any rubbish on them;
- 3.25 not to do anything that will or might constitute a breach of any Necessary Consents affecting the Accommodation or which will or might vitiate in whole or in part any insurance effected by Jesus College, Oxford in respect of the Accommodation and the College from time to time;
- 3.26 to comply with all laws and with any recommendations of the relevant suppliers relating to the Services and the Service Media to or from the Accommodation;
- 3.27 to observe and perform the Information and Regulations and any variation thereof from time to time notified to the Student and for the avoidance of doubt this clause shall apply whether or not the Student is a member of Jesus College, Oxford
- 3.28 without prejudice to Clause 2.2.2 to permit the College at all times to enter the Accommodation for the purpose of viewing, inspection, maintenance or repair, and for routine cleaning and in emergency
- 3.29 to maintain a reasonably safe and clean environment within the Accommodation for the employees of Jesus College, Oxford who may have to enter the Accommodation for any purpose, ensuring the floors are clear of any trip hazards or trailing cables.
- 3.30 not to dry clothes in the Accommodation or common areas

- 3.31 To comply with the College's environmental policy particularly to:
- 3.31.1 Take reasonable steps to avoid wasting water and fuel (eg by turning lights and electrical equipment off when not in use
- 3.31.2 Participating in any waste recycling schemes operated by the College
- 3.32 Not to allow any musical instrument, television, loudspeaker, radio or other noise making instrument of any kind to be played or used nor to allow any singing to be practiced so as to cause annoyance to other tenants or to be audible outside the flat between the hours of 11pm and 7am=
- 3.33 Not to hold or allow any party, gathering or event in the Accommodation, including the common areas, with more than three guests per Tenant, without the consent in writing of the DACC and Dean which needs to be sought at least one week prior to the event.
- 3.33.1 The Tenant is responsible for the conduct of any invited visitors
- 3.33.2 not to cause or allow any of the agreements stipulations or conditions herein contained to be broken and to see that all persons lawfully in or visiting the flat are aware of such of the terms of this agreement as may be relevant
- 3.34 not to cause or permit by any act or omission a breach of any of the obligations of Jesus College, Oxford under the Code of Practice
- 3.35 at the end of each Full Term
- 3.35.1 to leave the Accommodation in a 'ready to re-let' clean and tidy condition, with all the contents and appliances in good order
- 3.35.2 to remove all Student's belongings from the Accommodation
- 3.35.3 to dispose of all waste, from the Accommodation and from the shared kitchen, where applicable.
- 3.35.4 return to Jesus College, Oxford the keys/fob to the Lodge reception for a formal check out, by 10am on the day of departure.
- 3.36 to indemnify Jesus College, Oxford and keep Jesus College, Oxford indemnified against all losses, claims, demands, actions, proceedings, damages, costs, expenses or other liability in any way arising from:
- 3.36.1 any breach of the Student's undertakings contained in this Clause 3; and/or
- 3.36.2 the exercise of any rights given in Clause 2;
- 3.37 without prejudice to Clause 2.3 if the Student shall remain in occupation of the Accommodation without Jesus College, Oxford having agreed Vacation residence pursuant to Clause 2.3 the Student shall pay to the College for each day of occupation a daily charge of Jesus College, Oxford's standard charge for letting the Accommodation commercially and shall otherwise occupy the Accommodation on the same terms as this Licence

4. Jesus College, Oxford's obligations

During the Licence Period Jesus College, Oxford undertakes with the Student

- 4.1 subject to the Student observing and performing its obligations under Clause 3.34 to comply with the Code of Practice
- 4.2 to keep the Building including the Accommodation in reasonable repair
- 4.3 to provide electricity, heating, lighting hot and cold running water to the Accommodation and to the Common Facilities
- 4.4 where Housekeeping services are included in the Accommodation rates:
 - 4.4.1 to clean the Accommodation and the Common Parts, as per schedule.
 - 4.4.2 to only dispose of rubbish deposited in the provided receptacles, as per schedule
- 4.5 to give not less than 7 days' prior notice to the Student for planned maintenance work affecting the Accommodation and 24 hours prior notice for other purposes other than for the purposes set out in Clause 3.28 (when the notice shall be required). Reported Accommodation faults will assume that immediate access to the Accommodation is granted.
- 4.6 To ensure Security Staff, Staff members and Contactors requiring access to the Accommodation are clearly identifiable and carry identification documents.
- 4.7 to insure the Building (including the Accommodation) fully comprehensively. The insurance does not extend to Students' personal belongings.
- 4.8 Induction materials will be provided in accordance with the Accommodation Code of Practice at the start of the tenancy and/or confirmation letter.
- 4.9 the College may temporarily suspend use of the common parts if they are not kept in a clean and tidy condition by the Tenants using them
- 4.10 The College is entitled, at the Tenant's expense, to remove from the Accommodation or the common parts any article which constitutes an obstruction or a fire or health or safety risk but will, if requested, return it to the Tenant on the termination of this licence.

5. Termination

- 5.1 This Agreement shall end on the earliest of:
 - 5.1.1 the last day of the Licence Period; or
 - 5.1.2 a day on which the Student
 - (a) has been suspended by or has been barred from the College pursuant to Jesus College, Oxford's bylaws or statutes
 - (b) has ceased to be a member of Jesus College, Oxford and/or has ceased to be undergoing a full-time course of education at Jesus College, Oxford

- 5.1.3 the expiry of notice given by Jesus College, Oxford to the Student at any time
- (a) on material breach of any of the Student's obligations contained in Clause 3;
 - (b) if in the reasonable opinion of Jesus College, Oxford the health or the conduct of the Student constitutes a serious risk to the Student or others or to Jesus College, Oxford's or others' property
- 5.2 This Agreement shall also end if the Student is not in occupation of the Accommodation during the Licence Period and has not resumed occupation before the expiry of at least one week's notice given by Jesus College, Oxford to the Student or if sooner by the end of the relevant Full Term provided that the termination of this Agreement shall be suspended if on expiry of such notice a replacement occupier satisfactory to Jesus College, Oxford has not entered into an agreement to take the Accommodation until a replacement occupier's occupation of the Accommodation commences.
- 5.3 During a period when the Agreement is suspended under Clause 5.2 all the terms of this Agreement shall remain in full force and effect mutatis mutandis save that the Student shall not be permitted to occupy the Accommodation unless Jesus College, Oxford agrees at the Student's request to withdraw the notice.
- 5.4 The Student may terminate this Agreement:-
- 5.4.1 on giving written notice to Jesus College, Oxford if Jesus College, Oxford exercises its right under Clause 2.2.5 to require the Student to move to alternative accommodation unless the Student moves to such alternative accommodation
 - 5.4.2 on the expiry of not less than 4 week notice to Jesus College, Oxford provided that on expiry of such notice:-
 - (a) there are no arrears of the Charge;
 - (b) no person is in occupation of the Accommodation unless with the consent of Jesus College, Oxford
 - (c) the Student is not in material breach of any of its obligations under this Licence;
 - (d) a replacement occupier satisfactory to Jesus College, Oxford who is not occupying other accommodation at the College, has entered into an agreement to take the Accommodation on the terms of this Licence having made all necessary consequential changes
- 5.5 Termination of this Licence shall not affect the rights of either party in connection with any breach of any obligation under this Licence which existed at or before the date of termination.

6. Notices

- 6.1 Any notice or other communication given under this Licence shall be in writing and shall be delivered by hand or sent by email or by pre-paid first-class post or by other next working day delivery service to the relevant party as follows:
- 6.1.1 to Jesus College, Oxford marked for the attention of the Accommodation Office
 - 6.1.2 to the Student at the Accommodation or at the Student's address (if any) provided

or as otherwise specified by the relevant party by notice in writing to other party.

6.2 Any notice or other communication given in accordance with Clause 6.1 will be deemed to have been received:

6.2.1 if delivered by hand, at the time the notice or other communication is left at the proper address; or

6.2.2 if sent by email to the last known email address of the Student or of the Accommodation Office of Jesus College, Oxford (as the case may be) at the time of receipt;

6.2.3 if sent by pre-paid first-class post or other next working day delivery service, at 9.00 am on the second working day after posting.

6.3 This clause does not apply to the service of any proceedings or other documents in any legal action or, where applicable, any arbitration or other method of dispute resolution.

7. Limitation of College's liability

7.1 Subject to Clause 7.2, Jesus College, Oxford is not liable for:

7.1.1 the death of, or injury to the Student, or invitees to the Accommodation; or

7.1.2 damage to any property of the Student or invitees to the Accommodation; or

7.1.3 any losses, claims, demands, actions, proceedings, damages, costs or expenses or other liability incurred by Student or invitees to the Accommodation in the exercise or purported exercise of the rights granted by Clause 2.

7.2 Nothing in Clause 7.1 shall limit or exclude Jesus College, Oxford's liability for:

7.2.1 death or personal injury or damage to property caused by negligence on the part of Jesus College, Oxford or its employees or agents; or

7.2.2 any matter in respect of which it would be unlawful for Jesus College, Oxford to exclude or restrict liability.

8. Third party rights

A person who is not a party to this Licence shall not have any rights under the Contracts (Rights of Third Parties) Act 1999 to enforce any term of this Licence.

9. Governing law

This licence and any dispute or claim arising out of or in connection with it or its subject matter or formation (including non-contractual disputes or claims) shall be governed by and construed in accordance with the law of England.

10. Jurisdiction

Each party irrevocably agrees that the courts of England shall have non-exclusive jurisdiction to settle any dispute or claim arising out of or in connection with this Licence or its subject matter or formation (including non-contractual disputes or claims).

This Licence has been entered into on the date stated in the Accommodation Offer.

SIGNED by _____ date _____

and on behalf of Jesus College, Oxford _____ date _____



APPENDIX TO THE ACCOMMODATION LICENCE

The following charges, for 2025-26, were agreed by the Governing Body. Charges for:-

Student Licence (inclusive of utilities and housekeeping services)

(i) Cheng Building	£30.98 per night per person
(ii) College and Ship Street Centre	£30.50 per night per person
(iii) Ship Street Houses (standard room)	£30.05 per night per person
(iv) Ship Street Houses (small room)	£25.54 per night per person

Rates are inclusive of heating during a reasonable 'heating season' which is generally October to April, with a degree of flexibility according to prevailing weather conditions. Whilst heating will be provided during the day in the 'heating season', heating will be off during the night time.

Student Licence (inclusive of utilities and exclusive of housekeeping services) – contract duration of 9 and 12 month

(i) Stevens Close	£24.13 per night per person
(ii) 121 Woodstock Road	£24.13 per night per person
(iii) Leoline Jenkins House	£24.13 per night per person
(iv) Hugh Price House	£24.13 per night per person
(v) Hazel Court	£24.13 per night per person

Rates are inclusive of utilities with an allowance of £1.44 per person per day - £404.65 for a 281 days (9 month) contract and £515.52 for a 358 days (12 month) contract.. Utilities exceeding the cap amount will be billed with the Late Trinity term battels, calculated on meter readings and split equally amongst the occupants. Where bills come under the cap amount a refund will be issued with the Late Trinity Term battels. A 3% buffer is applied either way.

Short Stay Student Licence (inclusive of utilities and exclusive of housekeeping services) – contract duration of 6 month or less

(i) Stevens Close	£27.62 per night per person
(ii) 121 Woodstock Road	£27.62 per night per person
(iii) Leoline Jenkins House	£27.62 per night per person
(iv) Hugh Price House	£27.62 per night per person
(v) Hazel Court	£27.62 per night per person

Student Licence (exclusive of utilities and housekeeping services)

(i) Thelwall House	£40.39 per day per flat
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For all students, there is a College Services charge

College Services charge – living out (living in accommodation other than the main College site in Turl Street and Ship Street) - £24.00 per term per person

College Services charge – living in (living in the main College site in Turl Street and Ship Street) - £48.00 per term per person

Payment schedule

The accommodation charges will be billed and payable in three instalments as follows:

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|---|--|
| • The first instalment of rent is due by | Monday of 3rd week of Michaelmas Term |
| • The second instalment of rent is due by | Monday of 3rd week of Hilary Term |
| • The third instalment of rent is due by | Monday of 3rd week of Trinity Term |

Jesus College, Oxford complies with The Student Accommodation Code

