



Studierendenwerk
München Oberbayern

Accommodation

Checklist for moving in

We are pleased that you have chosen to move into one of our rooms or apartments and hope everything works out well regarding your move.

Further information on the following points can be found on our website under Accommodation → Tips for moving in.

Registering my new residence

I need to register my new residence (as main place of residence or secondary residence) within two weeks with the residents' registration office in charge (in Munich - the "KVR"; in Garching, Freising and Rosenheim - the town's "Einwohnermeldeamt"). I'll receive the required "Wohnungsgeberbestätigung" [confirmation from the landlord] by email at the beginning of my tenancy.

Licence Fee

The "Rundfunkbeitrag", a public broadcasting licence fee, must be paid for every flat in Germany. The fee is not included in the rent paid to the Munich Student Union. I need to register for it immediately at www.rundfunkbeitrag.de.

Bank account for rent and deposit

If I don't have a European bank account, I need to open a German bank account and ensure there is enough money in it. The Student Union will collect the rent via SEPA direct debit mandate on approximately the eighth day of each month from the bank account I provide. The deposit will be taken from my account at the end of the month in which my tenancy begins.

Defects

Should there be any defects in my room or apartment, I will report them within two weeks after collecting my keys using the form "Hinweis", which I received along with the tenancy agreement.

IP address

I have received an IP address for accessing the internet in my room.

Reporting damage / repairs

If any damage is caused to my room or apartment during my tenancy, I will immediately report it. The form can be obtained from the caretaker or from the technical department.

Cleanliness and cleaning

For the duration of my tenancy, I am responsible for cleaning my room and the bathroom and, if I live in a shared flat, also for the cleanliness of the shared rooms, e.g. for separating and disposing of waste, and especially for cleaning the rooms.

The regular cleaning carried out in large shared flats is merely intended to support and does not release me from my obligation to regularly clean the communal areas.

More information can be found in Section 5 of the House Rules, attached to the tenancy agreement.

Liability insurance

The Student Union recommends that I take out liability insurance.