

# LATVIAN ACADEMY OF SPORT EDUCATION

REGISTRĒTS LSPA  
ar Nr. 14  
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Approved by LASE Senate meeting December, 8, 2016, Prot. № 4  
With amendments, approved at LASE Senate meeting October 5, 2017, Prot. № 2  
With amendments, approved at LASE Senate meeting December 5, 2019, Prot. № 4

## INTERNAL REGULATIONS OF LASE STUDENT DORMITORY

### 1. General Provisions

- 1.1. Internal regulations, hereinafter referred to as the *Regulations*, of the dormitory, hereinafter referred to as the *Dormitory*, of Latvian Academy of Sport Education (hereinafter - LASE) are binding on every tenant of the *Dormitory*, hereinafter referred to as the *Tenant*, as well as the guests of the *Tenant* when visiting or staying at the *Dormitory*.
- 1.2. A LASE student is considered as a *Tenant* of the *Dormitory*, if he/she has signed a tenancy agreement of the *Dormitory* with LASE and the agreement is in force, hereinafter referred to as the *Tenancy Agreement*, on the rent of a specific sleeping-place or a room in the *Dormitory*, hereinafter referred to as the *Room*.

### 2. Conclusion of the *Tenancy Agreement* and Prices

- 2.1. The circle of students that are eligible to apply to rent the *Room*, the possible additional criteria for qualifying to obtain hire rights in the *Dormitory*, as well as the application procedure is determined by an order of the Rector.
- 2.2. The *Tenancy Agreement* is concluded in accordance with the *Tenancy Agreement* form set by LASE.
- 2.3. The *Tenancy Agreement* is concluded for the whole study period of the student, unless the *Tenant* shows an initiative to conclude a *Tenancy Agreement* for a shorter period.
- 2.4. The rent prices for the *Rooms* are determined in accordance with the decision of LASE Senate. The rent prices may be changed not more often than once a year and, in accordance with the decision of LASE Senate, are also applicable to the already existing *Tenancy Agreements*. The Parties may enter additional agreement into a contract to the *Tenancy Agreement* on the rent price changes.
- 2.5. The *Tenant* pays rent for the *Room* by the last day of the respective month after receiving the invoice in their LASE e-mail.
- 2.6. The *Tenancy Agreement* may address specific inventory, equipment or other material and technical resources located in the *Rooms*.
- 2.7. The *Tenant* is bound by these *Regulations*, as well as the regulations of the *Tenancy Agreement*.
- 2.8. With the acceptance included in the decision of LASE Senate, tenants of other categories may also be accommodated in the *Dormitory*.

### 3. Organisational Procedure of the Dormitory

- 3.1. The order in the *Dormitory* is supervised, as well as any current issues that arise in connection with the use of the *Dormitory* are solved by the Head of the *Dormitory* or the person on duty.

- 3.2. The Head of the Dormitory and the person on duty have the right to advise *Tenants* and their guests, provide binding instructions to the *Tenants* and their guests, including on matters that are not regulated by these *Regulations* (for example, on the observance of order, silence, cleanliness, etc.), as well as to draw up written acts on finding different facts (for example, violations) and to carry out other LASE functions of LASE that arise from the *Regulations*.
- 3.3. After the conclusion of the *Tenancy Agreement* the Head of the *Dormitory* shows the *Tenant* to the specific *Room*, which is given to the *Tenant* to use, giving the *Tenant* one key of the *Room*. The *Tenant* has no right to pass the key of the *Room* to other people. The Head of the *Dormitory* may request a mutual signing of a condition report as a condition for receiving the *Room* in use, if he/she considers it appropriate according to the necessity to fix specific aspects of the state of the *Room*, the composition of the belongings located in the *Rooms* or due to other circumstances.
- 3.4. If the *Tenant* wants to bring in and place their inventory, equipment or other material and technical resources into the *Room*, he/she agrees on it with the Head of the *Dormitory*. The *Tenant* has the right to take with him/her belongings that are identified as the *Tenant's* belongings when leaving the *Dormitory* due to the expiry of the *Tenancy Agreement*.
- 3.5. The entrance of the *Dormitory* is closed from 12.00 a.m. to 6.00 a.m. With a prior agreement with the person on duty, in exceptional cases *the Tenants* are allowed to enter the *Dormitory* after 12.00 a.m.
- 3.6. Guests are allowed to stay in the *Dormitory* from 9.00 a.m. to 11.00 p.m. by registering with the Head of the *Dormitory* or the person on duty and providing or leaving an identity document. The Head of the *Dormitory* or the person on duty has the right to reject a guest visit.
- 3.7. A guest has the right to be in the *Dormitory* only identifying the *Tenant* he/she is visiting and with the *Tenant's* approval for the particular visit.
- 3.8. *The Tenant* is responsible for the actions of his/her guests.
- 3.9. The *Tenant* and his/her guests are bound by the internal regulations of the LASE *Dormitory*, the instructions of the Head of the *Dormitory* and the person on duty. The *Tenant* is obliged to ensure that his/her guests comply with the regulations and instructions.
- 3.10. LASE ensures the supervision in the *Dormitory* with the intermediation of the Head of the *Dormitory* or the person on duty, as far as it is possible with the material, technical and personnel resources of LASE, but in the civil understanding LASE is not responsible for the *Tenants'* or guests' personal belongings in the *Dormitory*, as well as cars or bicycles in the territory of the *Dormitory*.

#### **4. Rights and Obligations of the *Tenant***

- 4.1. The *Tenant* has the right:
  - 4.1.1. To use the rented *Rooms* and communal areas, inventory, equipment and other devices according to their terms of use and provisions of the concluded *Tenancy Agreement*;
  - 4.1.2. To carry out repairs of the *Rooms* and/or communal areas with a prior written authorisation of the Head of the *Dormitory*. The Head of the *Dormitory* may reduce or cancel the rent for the person carrying out the repairs according to the costs of the repairs with a prior coordination with the LASE authorities.
  - 4.1.3. To make proposals on the improvement of the *Dormitory* operation and student living conditions;

- 4.1.4. To accommodate a guest (guests) for the night in the *Tenant's* room (preferably during holidays) with the permission of the Head of the *Dormitory* or the person on duty and the consent of the members of the room. The fee is determined by the LASE Senate decision;
  - 4.1.5. To ask for accommodation in another *Room*, accordingly changing the *Tenancy Agreement*. The Lessor is not obliged to satisfy such a request, however, the Lessor reviews any such appeal and looks for possible solutions.
- 4.2. The *Tenant* is obliged:
- 4.2.1. To ensure that his/her, as well as his/her guests' actions comply with these *Regulations*;
  - 4.2.2. Not to move furniture and equipment to other premises.
  - 4.2.3. Not to engage in any kind of physical activity that disturbs other tenants (not to play ball, hold a race in living or communal areas, etc.), or business in the *Dormitory*;
  - 4.2.4. Not to make any mechanical changes to the state of the *Rooms*, including not to hammer nails in a wall without a prior written consent of the Head of the *Dormitory*, as well as not to draw or in any other way decorate walls, doors, cabinets, etc., if it causes damage to the *Rooms*, equipment or inventory;
  - 4.2.5. To tidy up their *Room* at least once a week, as well as to wash the windows, doors and light fixtures in the *Room* twice a year, to defreeze and wash out the fridge in the *Room* when necessary;
  - 4.2.6. To observe the instructions for use of safety equipment and any type of electric, gas and other equipment;
  - 4.2.7. Not to use homemade, non-standard or damaged electrical or gas appliances, not to deploy any devices in the premises without a prior consent from the Head of the *Dormitory*;
  - 4.2.8. Not to physically, morally or psychologically offend the other tenants, their guests and employees of LASE or the *Dormitory*;
  - 4.2.9. Not to be found in the *Dormitory* under the influence of alcohol or any other intoxicating substances. To ensure that the *Tenant's* guests are not located in the *Dormitory* in such a state.
  - 4.2.10. Not to smoke in the *Rooms*, in the *Dormitory*, as well as at least 10 metres from the *Dormitory*;
  - 4.2.11. Not to make noise from 11.00 p.m. to 7.00 a.m. or otherwise disturb other tenants or their guests, not to play musical instruments, not to play audio tracks, not to listen to the radio or other equipment, if it may disturb or bother other tenants and if the sound can be heard outside the *Room*. During the day the noise caused by the *Tenant* must be within the limits of the permissible normal range so that the sound would not disturb other tenants and employees of the *Dormitory*;
  - 4.2.12. To free the *Rooms* on the *Tenancy Agreement* expiry date till 12.00 p.m. and hand them over to LASE in a usable state with a condition report. If 7 (seven) days after the *Tenancy Agreement* expiry date the *Tenant* has not freed the *Rooms* or has not handed them over to LASE, the *Tenant's* belongings left in the *Rooms* are considered as abandoned and LASE has the right to handle them at its discretion, as well as to enter the *Rooms* without the presence of the *Tenant*;
  - 4.2.13. When freeing the *Rooms*, to leave them in a usable condition, to remove all personal property, to repair all damage caused by the use or freeing of the *Rooms*, to hand over the *Rooms* clean and in the same order and in good condition, in which a *Tenant* must maintain

these *Rooms* in accordance with these *Regulations* and the provisions of the *Tenancy Agreement*;

4.2.14. To comply with these *Regulations* and the *Tenancy Agreement*.

## **5. Rights and Obligation of LASE as the *Lessor***

5.1. The *Lessor* has the right:

5.1.1. To carry out general and preventive inspections of the *Dormitory* building and the *Room*, to make the necessary repairs of the building in time;

5.1.2. Wherever possible, with a prior agreement with the *Tenant* (in case of emergency - immediately), to enter the *Room* to check the state of the *Room* or any technical elements, or the fulfilment of the *Tenant's* obligations. In case of receiving information on violations, the *Lessor* has the right to enter the *Room* immediately;

5.1.3. To give the *Tenants* binding sanitary-technical, hygienic or other instructions related to the use of the *Room* or the *Dormitory*;

5.1.4. To impose a contractual penalty for any violation of these *Regulations* by including it in the bill – EUR 15.00 (fifteen *euro*) for the first time or EUR 30.00 (thirty *euro*) for the second and every next time. Contractual penalty is impossible by a Rector's order on the basis of the report of the Head of the *Dormitory*.;

5.1.5. To unilaterally terminate the *Tenancy Agreement* if:

5.1.5.1. The *Tenant* causes damage to the *Lessor*;

5.1.5.2. The *Tenant* has at least twice violated these *Regulations* or obligations of the *Tenancy Agreement*;

5.1.5.3. The *Room* or the building requires such repairs that according to the *Lessor* are not possible without freeing the *Room* and the *Parties* do not agree on providing the *Tenant* with another room;

5.1.5.4. The *Tenant* is given an academic leave or other study break and the *Parties* do not agree on another solution.

5.2. The *Lessor* is obliged:

5.2.1. To hand over to the *Tenant Rooms* for use;

5.2.2. Not to disturb the *Tenant* to use the rented *Room* and with its use related utility rooms, equipment, devices and adjacent territory;

5.2.3. To possibly promptly react to the information of the *Tenant* on defects of the *Room*, violations of these *Regulations* by other *Tenants* or guests, or other information;

5.2.4. To carry out cosmetic repairs of the *Rooms* to the possible extent.

## **6. Other provisions**

6.1. Separate regulations on the use of the *Dormitory* and the obligations of the *Parties* may be specified by the Rector's orders as far as they are not contrary to these *Regulations* (for example, on the use of additional services of the *Dormitory*, etc.).

LASE

## **Latvian Academy of Sport Education**

### **LASE STUDENT DORMITORY TENANCY AGREEMENT**

Riga \_\_\_\_\_ "\_\_\_\_", 20\_\_

Latvian Academy of Sport Education (LASE), hereinafter referred to as the Lessor, in the person of the Head of Study Department \_\_\_\_\_ on the one hand,

and LASE student \_\_\_\_\_,  
identity number / for foreigners - passport number \_\_\_\_\_,

hereinafter referred to as the Tenant, on the other hand, together hereinafter referred to as the Parties, concluded the following dormitory tenancy agreement:

#### **1. AGREEMENT SUBJECT**

- 1.1. The Lessor leases and the Tenant accepts in use a sleeping-place in LASE dormitory that is located in Brivibas Street 351, Riga, more specifically in \_\_\_\_\_ (single/double/triple) room No. \_\_\_\_\_ with the total area of \_\_\_\_\_ sq.m., hereinafter referred to as the Room, on the \_\_\_\_ floor of the Dormitory.
- 1.2. Along with the lease of the sleeping-place the Tenant is also renting furniture, equipment and inventory located in the specific room for the shared use of the tenants, as well as the communal areas, equipment and inventory located in the dormitory building.
- 1.3. The premises are handed over and accepted (including the expiration of the agreement) with a mutually signed condition report in which the state of the Room and the furniture, equipment and inventory located in the Room is recorded.

#### **2. RENT AND PAYMENTS**

- 2.1. The prices related to the use of the dormitory (rent, the costing items it includes, possible additional service prices, etc.) and the available services are determined by the LASE Senate. In case of changes, the relevant amendments are to be made to the Agreement, but if they are not mutually signed, the amended prices are also valid with a unilateral written notice of LASE, while in this case LASE has the right to unilaterally terminate the concluded agreement.
- 2.2. At the time of concluding this Agreement:
  - 2.2.1. The rent for the particular sleeping-place, following LASE Senate decision of \_\_\_\_\_, 20\_\_\_\_, is \_\_\_\_\_ **per month**, including VAT;
  - 2.2.2. The rent without additional charges includes the following possibilities and services: *hot and cold water, heating, electricity, a shower, a toilet, doing the laundry in communal areas, waste disposal, wireless internet connection.*
- 2.3. The Tenant undertakes to pay the rent for the Room by the last working day of the current month (after receiving the invoice in their LASE e-mail), making the payment by a transfer to the account indicated by LASE. Contractual penalty - € 0.50 per each delayed day.

- 2.4. Other services, if the Tenant uses such, are to be paid in addition to the rent in accordance with the procedure established by LASE. The Parties shall conclude a separate contract to this agreement on additional services.
- 2.5. Failure to meet payment obligations in a timely or complete manner may be the basis for the Lessor to terminate this Agreement unilaterally, as well as for study agreement termination and exclusion of the Lessee as a LASE student.
- 2.6. The Lessor shall have the right to transfer the collection of outstanding payment obligations to debt collection companies, including all information necessary for the debt recovery process, including personal data.

### **3. OBLIGATIONS OF THE PARTIES**

#### **3.1. The Tenant undertakes:**

- 3.1.1. To comply with the internal regulations of LASE dormitory, as well as other internal regulations of LASE or external laws and regulations of the Republic of Latvia;
- 3.1.2. to maintain the Room in order according to the fire safety, sanitary and other requirements in accordance with the requirements and regulations set by the State, local government or LASE;
- 3.1.3. Not to rebuild the Room and communal areas without a prior agreement with LASE. In case of agreed repairs, it is possible to decide on a reduction of the rent with a separate agreement;
- 3.1.4. Not to set up any equipment, inventory, signs, inscriptions, etc. in the Room, communal areas or by the building without the consent of the Lessor, as well as to remove them upon the Lessor's request;
- 3.1.5. To maintain the Room in a complete order and not to worsen its state throughout the validity of the tenancy agreement.
- 3.1.6. To comply with the instructions of the Head of the LASE Dormitory and the person on duty;
- 3.1.7. With a prior agreement wherever possible, to provide the Lessor's staff with access to the Room to verify the state of the Room, prevent faults, etc.;
- 3.1.8. To immediately notify the Head of the Dormitory and the person on duty about defects found in the Room or the building, also to operationally prevent the defects as far as possible upon an urgent need or to take other steps to prevent further damage of the Room or the building;
- 3.1.9. To make the payments that arise from this Agreement within the set time limits and procedures;
- 3.1.10. In the event of agreement termination, to free the Room as operatively as possible, but not more than seven days later, with the condition report by submitting it to the Lessor. If 7 (seven) days after the set date the Tenant has not freed the Room or has not handed it over to the Lessor, the Parties consider the belongings left in the Room as abandoned, and the Lessor has the right to handle them at her discretion, as well as to enter the Room without the presence of the Tenant;
- 3.1.11. When freeing the Room due to agreement termination, to leave it in a working order, to hand over the bedclothes and keys of the Room to the person on duty, to remove all personal property, to repair all damage incurred by the use or freeing of the Room, to hand over the Room clean and in the same order and good condition, in which the Tenant has to maintain the Room in accordance with the provisions of the Agreement;
- 3.1.12. To cover all damages caused by the fault of the Tenant. If the Room is leased to several tenants and it is not possible to find the fault of the Tenant and other tenants of the Room and its degree in causing the damage (by a voluntary agreement between the Lessor, Tenant and other tenants of the Room), then the Tenant and other tenants of the Room are jointly reliable.

### 3.2. The Lessor undertakes:

- 3.2.1. To ensure the use of the Room in accordance with the terms of this Agreement;
  - 3.2.2. Within the financial and other factual opportunities to ensure that the building, communal areas and the Room is in technical order, to ensure cleanliness in the building and communal areas, as well as waste disposal;
  - 3.2.3. To provide service availability in accordance with points 2.2. and 2.4. of this Agreement, as well as the availability of other services as far as it depends on the will and financial and technical capabilities of LASE;
  - 3.2.4. To carry out regular general inspection of the Room and the whole building and preventive maintenance of equipment according to the procedure set in technical operating regulations;
  - 3.2.5. To carry out major repairs of the building at her own discretion, as well as routine repairs, which do not fall within the responsibility of the Tenant;
  - 3.2.6. To consider and endorse the proposals of the Tenant on improvements of living conditions and amenities as far as possible;
  - 3.2.7 To ensure operational availability of the person on duty in case of any current issues.
- 3.3. Other obligations of the Parties are to be determined in accordance with the internal regulations of LASE Dormitory, internal regulations of LASE or external laws and regulations of the Republic of Latvia.

### 4. OTHER PROVISIONS

- 4.1. The Agreement shall enter into force starting from \_\_\_\_\_ and is concluded for the whole planned study period in accordance with the study agreement, i.e. up to \_\_\_\_\_.
- 4.2. The Agreement may be prematurely terminated pursuant to the cases and procedures set in this Agreement and the internal regulations of the LASE Student Dormitory.
- 4.3. The Agreement is written on 3 (three) pages in 2 (two) copies, each Party shall receive one copy.
- 4.4. Special additional provisions (can not be contrary to this Agreement and the internal regulations of the LASE Student Dormitory):  
\_\_\_\_\_  
\_\_\_\_\_

### 5. SIGNATURES AND DETAILS OF THE PARTIES

<b>LASE</b> Reg. No. 90000055243 Brivibas gatve 333, Riga, LV-1006 Phone: 67543410 Bank: Valsts Kase Bank code TREL LV22 Account No. LV53TREL9150120000000 code 21382 (Obligatory to be given)	<b>STUDENT:</b>
	Name, surname:
	Identity code:
	Address:
	Phone:
On behalf of <b>LASE:</b> Head of Study department .....	<b>Student:</b>
_____ (signature)	_____ (signature)

**LASE Student Dormitory, inventory of Room No. \_\_\_\_\_  
CONDITION REPORT**

No.	Name of inventory	No.	Amount	Notes

**Handed over to the Tenant** \_\_\_\_\_  
(name, surname)

**Tenant's signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Head of the Dormitory** \_\_\_\_\_  
(name, surname) (signature)

**Date** \_\_\_\_\_

No.	Name of inventory	No.	Amount	Notes

**Received from the Tenant** \_\_\_\_\_  
(name, surname)

**Tenant's signature** \_\_\_\_\_

**Date** \_\_\_\_\_

**Head of the Dormitory** \_\_\_\_\_  
(name, surname) (signature)

**Date** \_\_\_\_\_