

Bentley House –2023/24

How to complete your booking for your BCU application.

YUGO

Step 1.

Apply to Birmingham City University accommodation team

Once you have done this, you will be allocated to one of our allocated BCU rooms. We will receive your details and create your booking for you.

To complete your booking, you will need:

1. Guarantor details. Please ensure you have spoken to the person you will be nominating and ensure they are happy to be your guarantor.
2. Your bank card. To complete your booking, you will need to make the payment of £250 which is your advance rent. This will be deducted from your first instalment due in August.

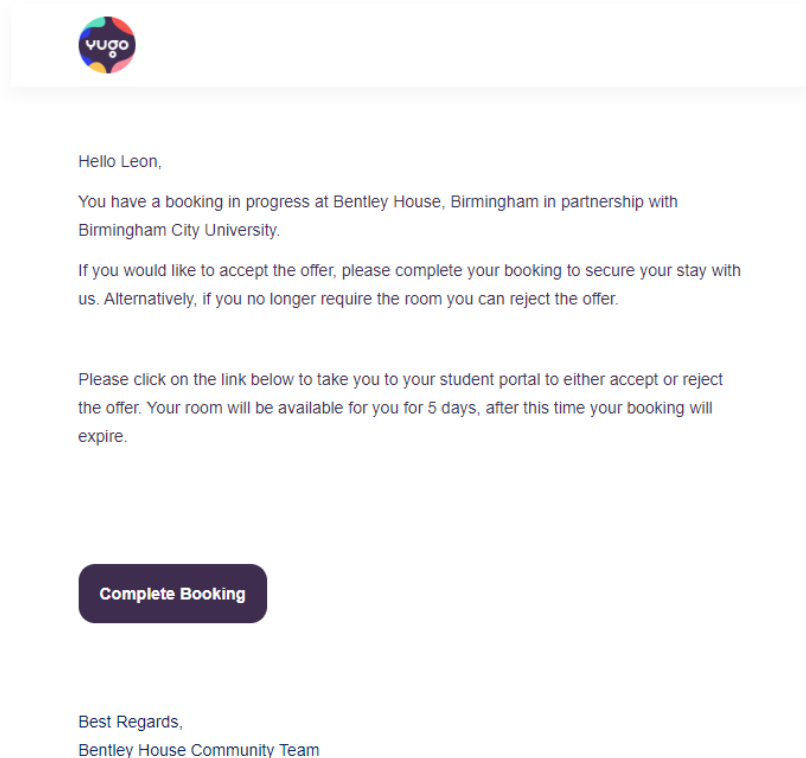
You've been offered accommodation at Bentley House.

Your booking for your stay is made in partnership with Birmingham City University



Step 2.

You will receive an email from Yugo – Bentley House asking you to create an account. Please follow the link to set your password.



Please keep these details safe as this will be your portal throughout your stay. You will be asked to upload documents, complete pre arrival requirements and make any payments due.

Your offer will expire in **6days 23h 34min** [Reject](#)

There' re just a few simple steps left to confirm your stay at Bentley House.

1 Room Type and Stay Dates Complete

Classic Ensuite [View More](#)

43 Weeks BCU
Fri, 8 Sep 2023 - Fri, 5 Jul 2024

To enquire about room type or stay dates if you've special circumstances, please get in touch at bentleyhouse@gugo.com / +44 (0) 1212013870

2 Bed Complete

Bed 001, Flat 001, Floor 01, Block A [View More](#)

Your bed has been assigned for you. To enquire about other bed options if you've special circumstances, please get in touch at bentleyhouse@gugo.com / +44 (0) 1212013870

3 Services & Payment Plan Complete

Service
No available option

4 Installments (BCU) [View Payment Plan](#)

4 Personal Details

Enter your details so that we can prepare a contract for you for your stay.

5 Sign Agreement

Acknowledge the agreements/terms for your stay.

6 Pay to Confirm

For certain room types or payment plans, some payment may be required to confirm your booking.

Your payments will be made towards the residence.

Payment methods that are available include:

- Adhoc card payments
- Automatic card payments
- Direct debit

Proceed

Step 3.

Once logged into your account you will be able to see the booking we have created. This will detail the room you have been allocated, the weekly rent and the dates of your contract.

You will see the time you have left to complete the booking; this is set to 5 days. If you require longer than this period, please contact the team at Bentley House. If not complete within the timescale set the booking will expire, if this happens then you will need to contact your accommodation team at BCU to resubmit your application.

To confirm the booking please just click on the proceed button at the bottom of the page.



Step 4.

2 Guarantor Information

Your guarantor is someone who agrees to cover your payments if you are unable to pay them.

Requirements: He/she must be a domestic resident of United Kingdom. You may need to provide some proof of their residence address and identification after you confirm your booking

If you are unable to provide a guarantor, please reselect a payment plan by clicking Change Plan in your cart.

1 Student Information

Email Address: relomeh987@dxecig.com Verified

Title	First name
Mr.	Joe
Middle name (optional)	Last name
Middle name	Bloggs
Mobile phone number	Home phone number (optional)
+1 (...) Phone number	+1 (...) Phone number
Address line 1	Address line 2 (optional)
E.g. Number 1, wood cottage	E.g. Victoria mansion
Country/territory	City/town
Select country	Select city
Postcode/zipcode (optional)	Passport
E.g. E17 8EG	Select passport
Date of birth	Gender
Date of birth	Male
University / school	Degree classification
Select university	Select degree classification
Year of study	Course/degree/major
Select year of study	E.g. Economics / computer cience
Referral for this booking (optional)	
Select referral	

Please take note of the comments above, these are the requirements of your guarantor.

On both steps you will need to confirm the information is accurate to proceed.

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If you are unable to provide a guarantor, please reselect a payment plan by clicking Change Plan in your cart.

Select guarantor

Add New Guarantor

Title	Email address
Miss.	test@yahoo.com
First name	Middle name (optional)
Leon	Middle name
Last name	Mobile phone number
Preece	+1 (U...) 01212013870
Home phone number (optional)	Date of birth
+1 (U...) Phone number	1995-01-12
Address line 1	Address line 2 (optional)
Bentley House	10 Moland street
Country/territory	City/town
United Kingdom	Birmingham
Postcode/zipcode (optional)	Relationship with student
B4 7AU	Step parent

I confirm that the information I have provided is true, complete and accurate such that it may be included as part of the terms in my agreement(s).

Continue

Step 5.

You can now review your assured shorthold tenancy agreement (your contract with us) and our cancellation policy. Once you have read and understood the terms please tick the box and select agree and continue.



Agreement



Your selected bed has been reserved for the next 15m 55s

[Cancel](#)

You're almost there! You may review your [Assured Shorthold Tenancy Agreement \(UK\)](#), [Cancellation Policy \(UK\)](#) here and then tick the checkbox below to continue.

I understand and agree to the terms set out in my agreement(s), and agree my acknowledgement will be as valid as handwritten signatures to the extent allowed by local law.



Agree and Continue



Bed 001.1, Block A, Bentley House in Birmingham

Fri, 8 Sep 2023 → Fri, 5 Jul 2024
(43 Weeks BCU)

Classic Ensuite (Private Room/Private Bathroom)

[More Details](#)

Due Now ⓘ **GBP £250.00**

[More Details](#)

Total Fee

301 Nights £7,095.00

Total **GBP £7,095.00**

Payment Plan (Full payment)

[View Payment Plan](#)


Please use the blue headers to check the full details of your booking, you can check your flat members gender, how many other students are booked, the full rent due and rental breakdown.




Step 6.

You can now make the advance rent payment of £250, this will complete your booking and secure your room with Bentley House.


Payment


 Please make your payment within **14m 53s** to confirm your booking.

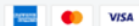
Payment Due Now

 Advance Rent (£250.00) **GBP £250.00**

Payment Method

 **One-Time Payment**
Make a manual one-off card payment

 Credit/Debit Card



Name

Card Details

Name on Card

Card number

MM / YY CVC

Make Payment

Step 7.

Your booking at Bentley House for 2023/24 is now complete and you will receive a confirmation email.

Don't forget to complete the steps below to complete your requirements

- Submit your emergency contact details
- Your guarantor will need provide documents to complete their guarantor application. You will need to print your agreement and arrange for them to sign the last page in front of a witness (this cannot be yourself). You can then upload this onto your portal along with their ID and proof of address dated within the last 6 months.
- We will contact you again with the next steps prior to your move in date.



Welcome to Bentley House

We look forward to welcoming you to your new home away from home!

With an extensive events calendar, we will bring you detox days, cheese and wine nights, information on careers and academic support.

Stay in touch with us via our social media pages and our closed Facebook group:



Bentley House Residents 2023 - 2024

The YUGO logo, featuring the word 'YUGO' in white, bold, uppercase letters with a stylized 'o' that has a dot, set against a dark blue circular background.

YUGO

