

What do I need to do once I have moved into my room?

LU Accommodation

Inventory report

- Inspect the standard and the cleanliness of your room/apartment when you move in, and submit the inventory report within three days after your arrival.
- The inventory can be found on your housing account.
- The report is for our documentation, with high importance for the room inspection and deposit refund.
- Any costs for cleaning or unreported damages caused to furniture and the room itself will be drawn from the deposit when you move out.

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Make sure your name is on your letterbox

- You will find the name tag in the envelope you were given together with the keys. Please find your letterbox and place the name tag on it.
- If your name is not stated on the letterbox, your mail may not be delivered, even if the address is correct.

Fault report

- If you find that something is broken or missing in your room/apartment, make a fault report. Please see below for link.

