

Authorisation

to collect my keys and walkthrough document

I,

First name and last name
Date of birth
Address
Rental contract ID no.
as the authorising person

hereby authorise

First name and last name
Date of birth
Address
as the authorised person

to collect the keys/keycard and walkthrough document for the

Housing unit no.
Room no.
In the student residence

which I have rented from the Studentenwerk Würzburg on my behalf as well as to perform all associated actions and make all associated declarations.

The authorised person knows that he/she will have to present this original authorisation form as well as his/her ID card or passport to the caretaker of the student residence when he/she collects the keys/keycard and walkthrough document.

.....
(Place) (Date)

.....
(Signature of the authorising person/tenant)

Confirmation of receipt

I,, as the authorised person hereby confirm that I have received the keys/keycard and the walkthrough document for the housing unit/room stated above.

.....
(Place) (Date)

.....
(Signature of the authorised person)