

Dear students,

Both you and we are aware that we are in an emergency situation, therefore we hope and wish that not only you but also your loved ones be healthy.

If you have not registered the information on the university or Halls of Residence and Dining Service of BUT website, then you should know that we are addressing you since you are one of the students who, based on the Rector's recommendation, left their halls of residence without making an official "check-out". For this reason, we are sending you this updated information about the current and future state of your accommodation and we ask for your cooperation.

1) Before **March 27, 2020** (included) please **SEND EMAIL** to **ubytovatelky@skm.vutbr.cz**
In the subject, please write "**Technical Check-out**" and in your email write your name, surname, accommodation block/room number.

Based on this, the Halls of Residence and Dining Service will draw up a list by April 1, 2020 and all students listed in this way **will be kept in a special "technical check-out" mode**. Thus:

- they are not obliged to pay the residence fee until the end of the crisis situation, or the resumption of studies at BUT
- after the crisis situation, or after the resumption of studies, students on the list will be automatically checked in the existing room. The check-in will be done by the Halls of Residence and Dining Service based on the information in the list.

2) For the period of the "technical check-out", the Halls of Residence and Dining Service reserves the right to enter rooms to the extent necessary and justified by the law, in particular to prevent property or health damage.

With this in mind, we ask you **to provide complete information by email (see point 1)** if you are aware that there is something in "your" room that is in danger of being destroyed or requiring special treatment in your absence. *Please note that this requirement is motivated by the elimination of potential risks or the possibility of damage, unfortunately, the Halls of Residence and Dining Service will not, for example, water your flowers or check expired food in the fridge ...*

- 3) If you are a foreign student who is not currently in the Czech Republic, then of course BUT will take into account the specific situation when re-checking-in according to the conditions announced by the government of your country. (i.e. if, based on the decision of the Government of the Slovak Republic, it is impossible to travel outside the territory of the republic, Slovak students will be in the "technical check-out" mode until this obstacle is over regardless of possible resumption of studies at BUT).
- 4) BUT will terminate the "technical check-out" mode on the date when, based on the decision of the Government of the Czech Republic, the studies will be resumed, or the ban on teaching is lifted. From this day on, the rights and obligations under the concluded accommodation agreement, such as the residence fee, the return of keys, etc., are fully restored.

- 5) For the period of this emergency, the Accommodation Department of the Halls of Residence and Dining Service provides its services exclusively by telephone or e-mail. Please address all matters by email to ubytovatelky@skm.vutbr.cz.

- 6) At the same time, during the period of this emergency, a special working hours' schedule of the reception is applied, when all halls of residence buildings are locked and accommodated students have to report to the reception, which keeps records, or list of students still staying. Unfortunately, it is not possible to stay in the halls of residence for a short time while you are "technically checked-out". In this case, you would be enrolled in the list of accommodated students and the status of your "technical check-out" would be cancelled, with all the resulting consequences, i.e. primarily the obligation to pay the residence fee.

With the wish of good health

Dagmar Vlčková, director of the Halls of Residence and Dining Service