

Change of room will be possible from 13th of October.

Moving to Available Rooms:

1. If you wish to live with a specific roommate who has an available room, or if you don't mind who your roommate will be, it is necessary to reserve a spot first. For this process, please contact the Accommodation Office either in person or via email at ubytovatelky@skm.vutbr.cz.
2. Clean your room and call the cleaning lady, who will provide you **with a check-out ticket**.
3. Return the keys.
4. Visit the Accommodation Office to sign a supplement to the contract with the check-out ticket.

Subsequently, you will be accommodated in the new room.

Room Exchange:

1. Clean your room and call the cleaning lady, who will provide you with a check-out ticket.
2. Return the keys.
3. Visit the Accommodation Office together to sign a supplement to the contract **with the check-out ticket**.
4. Following this, you will be accommodated in the new room.

Notice: If you have unpaid fees, the Accommodation Office will reject your request for relocation, and you will not be able to change rooms until your debts to KaM are settled.