



PLEASE FILL IN ALL SECTIONS CLEARLY AND EMAIL TO: [applications@homestaydirect.com.au](mailto:applications@homestaydirect.com.au)

AGENCY NAME: MELBOURNE CITY COLLEGE

DATE AGENT SENT APPLICATION TO HOMESTAY Date: --/--/--

DATE HOMESTAY RECEIVED APPLICATION: --/--/--

STUDENT DETAILS					
First name:		Last name:		Gender: Male or Female	
Age		Nationality		Do you smoke?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Students Email address:		Students Contact number:			
Passport number:		Emergency contact -Name and Number :			
Passport expiry date:					
EDUCATION DETAILS IN AUSTRALIA-Please fill in these details carefully as this will help us when finding your host family					
Name of School/University/ internship:		Course:			
Address of School/University/ internship (please fill in clearly)					
English Level (please select one)	Beginner: <input type="checkbox"/>	Intermediate: <input type="checkbox"/>	Advanced: <input type="checkbox"/>		
HOMESTAY ACCOMMODATION DETAILS					
Homestay Start date:		How many weeks?		CITY:	
Flight number:		Arrival time:		Do you require airport pickup? Yes <input type="checkbox"/> rates & details on back page No <input type="checkbox"/>	
This information is required for us to be able to book and confirm your accommodation and airport pickup					
Homestay type - Rates are on the back page					
Single room:	Yes/no	Twin share:	Yes/no	VIP:	Yes/no
Do you have any allergies or medical conditions we need to be aware of					
Are you happy to stay with a family who have children?			Yes <input type="checkbox"/> No <input type="checkbox"/>		
Please note we always try our best to meet all of your requests, however it is also helpful if you can be a little flexible otherwise it may limit your homestay options					
Payment					
<p><b>Placement fee for 2017 AUD \$250.00 Please see attached page for Homestay 2017 Accommodation rates.</b></p> <p>Payment of placement fee and accommodation fees must be paid in advance to confirm bookings. The placement fee is <b>NOT</b> refundable. If the booking is cancelled or the arrival date rescheduled less than one week before the arrival date, then up to two weeks accommodation fees may be withheld at the discretion of Homestay Direct Services.</p> <p>Upon Homestay Direct Services receiving your completed application form an invoice will be issued. Please note we do not release confidential host information until payment has been made <b>IN FULL</b>.</p>					
<p><b>Bank Transfer (\$20 fees apply for international transfers)</b></p> <p>Bank name: Westpac Bank Melbourne International transfers - Swift Code: WPACAU2S</p> <p>Account name: Homestay Direct Services BSB: 033 040 Account Number: 418349</p>					
BOOKING AGREEMENT FORM- Please make sure you have read this document and return a signed copy to					

**Homestay Direct Services before arriving in Australia as this also confirms your accommodation booking.**

What to expect from your Homestay	Meals	Internet and telephone usage
<ul style="list-style-type: none"> <li>Fully furnished clean comfortable room with desk chair and lamp.</li> <li>Homestay location close to public transport and within a maximum of 1 hour travel time to school, but mostly a lot less.</li> <li>Homestay Host will welcome you and show you suitable public transport routes and assist with any other requirement you may have.</li> <li>Homestay Host will acknowledge the significant culture and custom differences and will assist, support, and nurture where needed and requested.</li> <li>Students will not share a room with another student unless it has been requested as a twin share booking in advance and the students are known to each other.</li> <li>Homestay hosts may have their own expectations and it is important these are discussed on arrival</li> </ul>	<p>Breakfast and Dinner will be provided Monday-Friday Breakfast Lunch and Dinner will be provided on weekends and public holidays</p> <p>It is important to advise your host if you have any food allergies or a medical condition</p> <p><i>Note: You need to advise your host when you will be late for meals. This is considered to be well mannered.</i></p> <p><i>Students are required to give the host at least 2 hours' notice if they will not be home for meals.</i></p> <p>Note: hosts do not provide snacks between meals.</p>	<p>Students will need to pay for all local and international calls.</p> <ul style="list-style-type: none"> <li>Your host will assist with setting up a local sim card for your mobile phone</li> <li>You can also purchase international phone cards if you wish to call your family</li> </ul> <p>Students need to pay the host family \$10.00 per week for the use of internet</p> <p><i>Note: Internet in Australia differs from most other countries. Be aware of internet limitations and that exceeding usage will incur additional high costs to the student.</i></p> <p><i>Homestay Direct Services recommends that students purchase an internet USB meaning you will be able to monitor your own usage and it can be used anywhere in AUSTRALIA!</i></p>
Water Usage		Heating and Cooling
<p>In the past Australia has experienced some very serious droughts which means there can be water shortages so we ask all students to be very careful and respect that water should not be used wastefully as water usage costs are now significantly high for people living in Australia.</p>		<p>Hosts are expected to provide adequate heating and cooling in the student's bedroom for no extra charge whilst you are occupying your room. Please also make sure you have warm clothing for the colder months and do not sleep with the heater on, as this can be a health risk and can also be very expensive for your host family.</p> <p>Additional charges may apply to supplementary heating beyond the average use.</p>
Conditions and Agreement		



Payments must always be paid in advance to Homestay Direct Services, or your agent- if you wish to extend your stay after the original booking period, you must speak to your host to ensure there will still be a suitable vacancy and also inform Homestay Direct Services.

Homestay Direct Services will issue an invoice to you or your agent for any accommodation extensions. All payments must be made to Homestay Direct Services(or your agent.) Students or agents must NOT make payments to their host family. Any mediation requirements between student and host will be done between the school/agency and Homestay Direct

A student must:

- Give two weeks' notice to Homestay Direct(or their agent) AND to the Homestay Host before the date of vacating the room. Otherwise a penalty payment of 2 weeks accommodation will apply. If the booking is cancelled or the arrival date is rescheduled less than one week before the booked arrival date, then up to two weeks accommodation fees may be withheld. This will be at the discretion of Homestay Direct Services.
- If a student for any reason wishes to relocate to another homestay family prior to the end of the booking period then a re-hosting fee of \$150 will apply. This will be at the discretion of Homestay Direct Services
- Always treat your Homestay host with respect.
- Keep your room in a clean tidy condition. Any damages caused by the student then the student will be liable.
- Request permission to use telephone and internet and discuss charges with your host.
- Advise your host at least two hours in advance if you are not coming home for dinner or are running late.
- Not smoke inside the house
- Students must provide their own snacks between meals unless offered by the host

Your Host:

- Will ensure that you have a clear understanding of the local transport system before sending you out on your own. They will also show you around the local area and assist you in settling into your new environment.
- Must respect your privacy. Your room is your own private area.
- Must give the student and Homestay Direct 2 weeks' notice if for any reason a host is unable to continue with the booking, unless the situation is a matter of urgency. This will be at the discretion of Homestay Direct Services.

I have read the above information and I understand and abide by the Conditions of Homestay Direct Services.

Student name (clearly print) \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

***Homestay Direct does not accept any legal liability or responsibility for any damages or loss of income incurred by either the Homestay Host or the student residing in your home.***

For more information please contact us or refer to the website: [www.homestaydirect.com.au](http://www.homestaydirect.com.au)



## 2017 Rates and Homestay Options

**Single Room:** Guests will be provided with their own private room, bathroom may be shared with other members of the family.

**Twin Share:** students must be travelling with a friend or family member; you cannot book this option if travelling alone

**VIP:** Private room and access to a private bathroom, your host family will provide laundry services. \*Please note VIP option subject to availability.

**Note:** If students require the internet/WIFI

Then student must pay the host an additional \$10 per week.

2017 Homestay Rates			
Homestay type:	Single room	VIP	Twin share
Melbourne- VIC	\$290	\$390	\$250
Sydney- NSW	\$290	\$390	\$250
Brisbane/Gold Coast-QLD	\$290	\$390	\$250
Adelaide- SA	\$290	\$390	\$250
Perth- WA	\$290	\$390	\$250

\*Valid from 01/01/2017

### Airport Pickup

We can arrange a driver to pick you up from the airport and take you to your new home in Australia.

To confirm airport pickup:

- Full payment must be made two weeks before arrival
- Confirmed flight number and arrival time must be advised two weeks before arrival.
- Please send a copy of your flight itinerary
- Airport pickup is non-refundable.
- Students must contact Homestay Direct Services on 0404 907 423 or their agent if there are any changes to their flight.

2017 AIRPORT PICKUP SERVICE RATES	
Melbourne	\$140
Sydney	\$140
Brisbane	\$140
Gold Coast	\$140
Brisbane - Gold Coast	\$210
Canberra	\$140
Perth	\$140
Adelaide	\$140
Please note that prices may vary depending on distance and are subject to change	