
Personal belongings

Dear Madam/Sir,

In connection with the worldwide pandemic of coronavirus COVID-19 and the setting of the distance learning study you left our accommodation unit and returned to your home state.

Currently, we do not know how long the extraordinary protection measures adopted by both the Czech authorities and the authorities of your home state will last.

Many of you left your personal belongings at your rooms when leaving the Czech Republic. Further, the concluded Accommodation Agreements of many of you will end soon or will be terminated based on your request.

With regards to this situation, we suggest three ways of how to approach the current matter.

(A) Your personal belongings can be left in the room. That might be practical especially if you plan to return to the Czech Republic and use our accommodation units further and you do not currently need such belongings of yours. The price for accommodation and services is charged according to the valid price list.

(B) If you need your personal belongings or your Accommodation Agreement will finish and you do not know if you will come back to the Czech Republic, we are ready to gather your personal belongings, pack them and send them to you. If you are interested in such solution of the situation, please send us a written request, which must contain:

? Your identification (name, address, date of birth, personal number)

? name of the dormitory and room number

? Your consent with the entry to the room and packing of Your personal belongings

? Your request for shipment of Your belongings to the stated address, including the statement that it shall be sent at Your costs. The Charles University, Dormitories and Refectories (hereinafter referred to as "CU D&R") do not bear the shipping costs.

? If there are any valuables or belongings that are special to You among Your belongings, please state these things in Your request namely.

Your personal belongings will be packed in presence of at least two persons, employees of the CU D&R, and will be documented by photography.

The personal belongings will be shipped as follows:

(1) You can arrange the carrier on your own. In such case, after ordering the shipping, please inform us that you arranged the carrier yourself at Your costs, including the name of the carrier which we shall hand over Your belongings. CU D&R do not pay the shipping costs.

(2) In other cases, we will arrange the carrier. CU D&R shall inform the accommodated person of the shipping price. The accommodated person will pay the shipping costs to the bank account of CU D&R. After receiving the shipping costs, CU D&R will hand over the personal belonging to the carrier.

(C) If your Accommodation Agreement is finishing soon and you do not wish to have your personal belongings shipped, we are ready to gather Your personal belongings, pack them and store them at a safe place. These will be stored separately at a place assigned and secured for such purpose, where you can pick them up after Your return to the Czech Republic. We point out that we proceed in such manner also in case the Accommodation Agreement finishes, and the accommodated person does not collect the personal belongings of his/hers.

In such case, it is of course possible to ship these belongings based on Your request according to the procedure set under letter (B).

Please, address your request to the email: rezervace@kam.cuni.cz, where we will provide you with answers to any questions arising.

Your requests will be addressed continuously.

Kind regards,

Mgr. Miroslava Hurdova

Head of Accommodation services