

Accommodation swap form

Please ensure that **all** parts of this form are completed three working days before the proposed moving date. Please return the completed form to the Residential Services Office. Swaps are not permitted during the first two weeks of Autumn Term and after 22 April each year.

Proposed moving date: _____ / _____ / _____

Name student 1: _____

LSE ID number: _____

Current residence: _____ Room: _____

Gender: _____ PG / UG?: _____

Name student 2: _____

LSE ID number: _____

Current residence: _____ Room: _____

Gender: _____ PG / UG?: _____

Permission of Wardens

Name: _____ Signature: _____

Name: _____ Signature: _____

Acknowledgement of Hall Managers / Administrators

Name: _____ Signature: _____

Name: _____ Signature: _____

NOTE: Please check all payment arrangements, regulations and tenancy agreements are in place at the residence to which you propose to move. We' won't be able to accept responsibility for privately agreed payment arrangements.
Version_05_1_September_2023