



**REQUEST FOR ENROLMENT IN THE UNIVERSITY OF THE BAHAMAS OFF-CAMPUS HOUSING REGISTRY**

Owners of apartments, homes, duplexes, condos and other residential rental options must apply and meet stipulated criteria in order to be enrolled in the University of The Bahamas (UB) Housing Registry. A property’s enrollment may be rescinded or suspended if the property no longer meets the criteria or reported issues are not appropriately addressed. **The Landlord and Tenant Act, Chapter 161 and Rent Control Act, Chapter 163, Statute Laws of The Bahamas** applies.

**REQUESTOR’S INFORMATION**

Name (Last): \_\_\_\_\_ Name (First): \_\_\_\_\_

Job Title: \_\_\_\_\_ Island/City: \_\_\_\_\_

Street Address: \_\_\_\_\_ House/Apt. #: \_\_\_\_\_

ZIP/Postal Address: \_\_\_\_\_ Email: \_\_\_\_\_

Telephone: \_\_\_\_\_ Mobile: \_\_\_\_\_

Are you the owner of the property? Yes \_\_\_\_\_ No \_\_\_\_\_ If no, explain \_\_\_\_\_

**PROPERTY INFORMATION**

Island/City: \_\_\_\_\_ Postal Address: \_\_\_\_\_

House/Apt. #: \_\_\_\_\_ Street Address: \_\_\_\_\_ Subdivision: \_\_\_\_\_

If a single residence, indicate current number of occupants \_\_\_\_\_

Age of property: \_\_\_\_\_ Number of units: \_\_\_\_\_

Assessed Value of Property: \_\_\_\_\_ Indicate monthly rent: \_\_\_\_\_

The following are property requirements in order for the application to be considered:

- |                             |                               |                               |
|-----------------------------|-------------------------------|-------------------------------|
| Smoke detector/s            | Fire extinguisher             | Burglar bars/Security screens |
| Enclosed yard               | Coin-operated/nearby laundry  | Clothes lines                 |
| Wi-Fi                       | Refrigerator                  | Electricity                   |
| Stove                       | Hurricane shutters/protection | Beds                          |
| Parking (1 spot per tenant) | Running water                 |                               |

How far away from UB’s campus is your property? \_\_\_\_\_ miles \_\_\_\_\_ minutes (walking)

Is there a busing route nearby? Yes \_\_\_\_\_ No \_\_\_\_\_

You are required to submit the following documentation either by uploading with this online application and emailing to [nickara.pratt@ub.edu.bs](mailto:nickara.pratt@ub.edu.bs) or delivering to the UB Residential Campus Office located at #21 Gregory Street, Nassau, Bahamas (Tel.: 302-4433):

1. Copy of valid passport (showing passport number and photo page); or National ID (NIB card or a valid driver’s license)
2. A valid police certificate issued in the name of the property owner.

**FOR OFFICIAL USE ONLY**

Request Approved: \_\_\_\_\_ Request Denied: \_\_\_\_\_

Date Processed: \_\_\_\_\_ Signature: \_\_\_\_\_