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Palacký University  
Olomouc

**INTERNAL POLICY OF  
ACCOMMODATION AND DINING SERVICES**

**SKM-B-26/01**

**Pricelist of additional  
services and fees at  
dormitories of Palacký  
University Olomouc**

- Content:** The present internal policy sets the amount of money for additional services and fees for UP students and other people during the accommodation process or the accommodation itself at UP dormitories.
- Guarantor:** Head of Accommodation and Dining Services
- Valid from:** April 7, 2026
- Effective from:** April 14, 2026

## Pricelist of additional services and fees at dormitories of Palacký University Olomouc

### Article 1

#### Introductory provisions

In accordance with the authorization under Article 1, clause 11 of the internal policy of Palacký University Olomouc of the Student Accommodation Rules of Palacký University Olomouc (hereinafter referred to as "UP"), I hereby **issue** this internal policy of the UP Accommodation and Dining Services (hereinafter referred to as "SKM UP"), which sets the amount of additional services and fees paid by the residents of UP dormitories.

### Article 2

#### Fee collection

The conditions for collecting fees for student accommodation and additional services are set out in the UP internal policy R-B-18/07-ÚZO4 Student Accommodation Rules of Palacký University Olomouc and in the Accommodation Contract. The payment options are published on the website of SKM UP.

### Article 3

#### Pricelist of additional services and fees

Service/fee	Specification	Due date/period of time	Amount of money	
Accommodation security (deposit)	to cover potential damages and debts for UP employees and for long-term guests	on the day of the real start of accommodation (at the latest)	1 monthly Accommodation fee	
	to cover potential damages and debts for students of all forms of study, for students of other universities and secondary schools, for students of educational programs within the EU, CEEPUS, all UP long-term exchange programs and study stays of foreign students	Within 14 days of making a preliminary booking	thirty times the accommodation fee for a day	
Use of SKM equipment	using washing machine in the laundry room of Chválkovice dormitory	3 hours	CZK 80	
	using drying machine in the laundry room of Chválkovice dormitory	3 hours	CZK 80	
	students with Disabled Persons Card (wheelchair users) – use of washing machine	3 hours	CZK 40	
Using personal TV	using personal TV in a room at a dormitory	monthly	CZK 60	
Attending gym	gym at Chválkovice dormitory	1 semester	CZK 200	
	gym at Neředín and Generál Svoboda dormitory	1 semester	CZK 600	
Attending music rehearsal room	Music rehearsal room	one-time payment (max. 3 hours)	free of charge	
	- accommodated UP student/employee			
	- unaccommodated UP student			CZK 400
	- unaccommodated UP employee			CZK 600
Moving at one's request	first moving	academic year	CZK 100	
	second moving		CZK 200	
	third moving		CZK 500	
Handling fee	payment of accommodation fee in cash (except for the day of the real start of the accommodation)	one-time payment	CZK 50	
Unlocking the door of the room	emergency unlocking of the room (with our key) on student's demand	one-time payment	CZK 100	

<b>Service/fee</b>	<b>Specification</b>	<b>Due date/period of time</b>	<b>Amount of money</b>
Fines	bringing or/and using of prohibited electrical appliance	one-time payment	CZK 500
	violation of indoor smoking ban	one-time payment	CZK 500
	unreported visit, unannounced extra bed	one-time payment	CZK 500
	violation of UP Dormitory House Rules, Accommodation Contract or other related UP internal policies	one-time payment	CZK 1000
	room cleaning – not handing it over in a state in which it was taken over	one-time payment	CZK 500
	room cleaning – non-observance of cleanliness and order	one-time payment	CZK 500
	room cleaning to an extraordinary extent	one-time payment	CZK 1000
	violation of UP Dormitory Study room rules, Gym rules, Music room rules, Common room and sport room rules, Bike room rules	one-time payment	CZK 500
	late payment of the accommodation fee after the due date (debt higher than CZK 800)	one-time payment	CZK 300
	late payment of the rent after the due date (fee for delay)	one-time payment	CZK 500
	not handing back loaned items within the specified timeframe (see below)	one-time payment	CZK 100
Loans	extension cord in a room lent from SKM	academic year	free of charge
	an iron or a vacuum cleaner lent from SKM	1 hour	free of charge
	sports equipment lent from SKM (table tennis rackets, volleyball net, a football and a volleyball)	4 hours	free of charge

#### **Article 4**

##### **Common and final provisions**

The present internal policy repeals the SKM internal policy SKM-B-25/01, Price list of additional services and fees at dormitories of Palacký University Olomouc.

This internal policy becomes valid on the date of its publication and takes effect on the seventh day thereafter.

In Olomouc, on April 7, 2026

Ing. Jan Liška m.p.  
Head of UP Accommodation and Dining Services