# Anna Maria College
# Summer Housing Agreement
### Summer 2013

Name_____ Today's Date _____
Please Print

Home Address _____
Street/Apartment City State Zip

Phone _____ Date of Birth _____ Sex _____ Pay in full: ____ Week-by-Week: _____

Type of room requested: _____single _____double (roommate's name must be provided: _____)

Date requesting occupancy: _____, 2013 Date canceling occupancy: _____, 2013

**The AMC Summer Housing Agreement is for room only.** There is no food plan offered in the summer. Summer Housing is offered to current AMC students in good standing who have enrolled in fall classes. Summer housing is available from May 17 – August 26, 2013 for those submitting an AMC Undergraduate Housing Agreement 2013/2014. Summer housing is available for others from May 15 – August 3, 2013. Any person living in AMC housing during the dates above is referred to as "resident" in this document. Residents must be in good financial, academic and disciplinary standing with the College. Should a resident fail to be in good standing, he/she must immediately move out of Summer Hall and will be subject to damage charges, early housing termination fees and other appropriate fees.

All requests for cancellation must be in writing to the Residence Life Office at the address below. Email from a student's AMC email account to the Director of Residence Life is acceptable. Summer housing is billed by the week only, Saturday - Friday. There is no adjustment made for partial weeks. Payment of the housing charge is due to the Business Office at least 7 days in advance of taking occupancy. For those paying in full, cost for a week is $115.00 for a single room or $75.00 each for a shared double room. It is the responsibility of the resident to maintain occupancy to match the desired fee or to pay the difference. A weekly payment plan which includes a 10% per week Administrative fee is available. A resident may cancel the Summer Hall Agreement 7 days prior to taking occupancy with no penalty. A resident canceling the Summer Hall Agreement within 7 days of taking occupancy will be charged a $50 cancellation fee. A resident canceling the Agreement after taking occupancy must give a written one week notice or he/she will be fined one week's payment in addition to the cancellation fee. See "AMC Summer Hall 2013 Payments" sheet for more information about payment.

The College reserves the right to reassign rooms as it deems necessary for reasons including but not limited to: health, safety, consolidation of resources, accommodating summer housekeeping and/or maintenance schedules, or conduct of its residents. Specific housing placement is not guaranteed. Summer Hall residents will be required to move from a first Summer Hall assignment to a second Summer Hall assignment when needed. Residents must move within the deadline given whenever required or there will be a significant fine levied. Residents may not change rooms without the permission of the Director of Residence Life. AMC provides one roommate's name, home address, home and/or cell phone number, major, class and email address to the other roommate(s) as needed for housing purposes.

By signing this agreement, the summer resident agrees to abide by the policies of the residence halls and of Anna Maria College as stated in the AMC Undergraduate Student Handbook, on the AMC web site, and as posted. During this agreement, a resident is obligated to remain in good academic, financial and disciplinary standing with the College. The College has the right to remove a resident from summer housing without notice for the following: his/her conduct could be dangerous to him/herself or others; he/she fails to conduct him/herself in accordance with College policies and guidelines; he/she violates local, state or federal laws; he/she fails to pay his/her summer housing bill; he/she withdraws from the College; and/or he/she damages or destroys College property or property of other College members. Sanctions given over the summer can impact future residency. Residents removed from housing shall receive no room refund. A resident is to return his/her room key immediately upon vacating his/her room. Residents failing to immediately turn in the room key are responsible for the cost of a replacement lock, replacement keys and the labor charges of the locksmith.

The College reserves the right to allow authorized personnel to enter a resident's room at any time for purposes of rule enforcement, inspection, inventory, safety, maintenance, or other official business.

The College provides rooms for residential living only. No business may be run out of resident rooms. A resident may not allow unauthorized persons to reside in his/her room. Animals, with the exception of fish and service animals, are not permitted in the residence halls at any time.

Residents are responsible for the care of College property in their rooms and in the common areas of the residence halls. Damage not assessed to a particular resident will be charged to the appropriate part of the residential community as determined by the Director of Residence Life. Residents are responsible for keeping their rooms free of unsanitary conditions. Residents are expected to leave their rooms clean with all original furniture present. There will be a charge for damaged or missing furniture and cleaning. College furniture may not be removed from rooms.

There will be times when the hot water will be turned off in the hall for boiler maintenance. Whenever possible, showers will be available at the gym during these times.

Summer residents will have access to a kitchen and microwave. It is expected that residents will keep the kitchen area in a sanitary manner. Residents must supply their own cooking utensils and supplies.

The College assumes no liability for loss or damage to a resident's personal property. Residents are encouraged to review their family's personal property insurance coverage.

***By signing below and submitting as a hard copy, or submitting completed form via your AMC email account, you are indicating that you have read the above agreement and will abide by it.***

_____ _____

Signature of Resident (must be 18 years old or older) Date

_____ _____

Signature of AMC Director of Residence Life Date

***Please <u>return one signed copy</u> to the Office of Residence Life, Box 8, 50 Sunset Lane, Paxton, MA 01612, email mchapman@annamaria.edu***