

# 2024 SUMMER HOUSING OCCUPANCY AGREEMENT

## HOSPITALITY SERVICES, UNIVERSITY OF PENNSYLVANIA

### 1. TERMS OF OCCUPANCY

This agreement is for space in residence (not a particular room or bed) and remains in effect in the event of official room change and covers some of the more serious issues. It is not meant to be all-inclusive. All rules of the University and Department, including those published in the Penn Book, University Policies and Procedures, Residential Handbook, letters, bulletins, websites, etc., are incorporated in this agreement.

### 2. OCCUPANCY PERIODS

This agreement shall be for a period beginning on the move-in date in effect for the resident and ending at noon on the move-out date in effect for each resident. The move-in and move-out dates are set forth in the confirmation letter and such dates shall be deemed incorporated in this agreement. Failure to move out by the prescribed departure date and time sent to you will result in a \$200 per day fine and possible eviction, in which case the University will not be responsible for resident belongings and reserves the right to confiscate and dispose of such belongings.

### 3. CANCELLATION/TERMINATION OF AGREEMENT

Once you agree to the terms of the Occupancy Agreement your financial obligation begins.

a. Prior to taking occupancy in a residence, this agreement may be cancelled by written notification to Hospitality Services by the student or guest and will be subject to charges as indicated below, the amount of which is determined by the date on which the Hospitality Services Office receives written notice. These charges apply to all including those who cancel due to leave of absence or withdrawal:

- Cancellation 21 days or less prior to the scheduled move-in day \$375
- No show or cancel on scheduled move-in day \$600.00
- Penn Undergraduate or Graduate Students who utilize spring to summer extension and bridge housing through Hospitality Services are financially responsible for 5 weeks rent, according to their chosen room type, regardless of cancelling/no-show their summer housing commitment.
- Summer Session Students: No refunds will be made after the third week of classes.

b. After a resident has either taken occupancy, the agreement and financial obligation cannot be cancelled by the resident. A resident may request and be given an Early Termination of the agreement but only for the following reasons and under the circumstances stated:

1. Graduation from this University: (course work completion is not necessarily grounds for Early Termination). You MUST provide Hospitality Services with official notice of graduation and vacate room by 12 noon on the last day of the session.
2. Leave of absence/withdrawal: A resident who leaves the University must terminate the occupancy agreement by providing Hospitality Services with official notification from their school or sponsor and vacate room by 12 noon on the last day of the session. Termination is not effective until all conditions are met. Residents will be charged \$700.00 for termination.

c. The University reserves the right to terminate this agreement and repossess the room(s) for failure to pay University fees or for violation of University, College House, or Residential Services policy, or when their internship/research program has been terminated.

### 4. ELIGIBILITY FOR RESIDENCE

Only residents registered with Hospitality Services may occupy a room(s). If space is available, part-time students, faculty and staff may be eligible at the discretion of the General Manager. Residents assume full responsibility for all residential charges and for adherence to all terms and conditions of this agreement, including Residential and Hospitality Services policies, by all persons living in the unit. Families with children cannot be accommodated. The University of Pennsylvania does not discriminate based on race, sex, sexual orientation, religion, color, national or ethnic origin, age, disability, or status as a Vietnam era Veteran or disabled veteran, in the administration of housing.

### 5. ASSIGNMENTS

This agreement may not be assigned or transferred. Not fewer nor more than the number of people assigned by the University shall occupy the room(s). If during this term of occupancy an agreement is terminated with respect to a resident in a multiple-occupancy unit, the remaining residents shall accept such roommate as is assigned. If the residents fail to make room for new occupants, staff may consolidate or pack possessions and assess charges. No change in room(s) occupancy shall be made without the prior consent of Hospitality Services General Manager. Reassignment to another room is subject to availability, schedule, and authorization by the General Manager.

### 6. MOVE-IN/MOVE-OUT

A resident is required to formally check in and check out at the building's Information Center. Before moving out, a resident is required to remove all trash and discarded materials, leaving the rooms clean, and furnished with the original furnishings. Where provided, refrigerators and stoves must be emptied and cleaned. All charges for additional cleaning required, for removal of personal property, and for any loss or damage caused by the resident(s), will be billed equally to the residents. Belongings left behind upon move-out or expiration of occupancy agreements will be considered abandoned and will be disposed of by the University with no liability.

Full payment is due with the application. Approved early arrival and late departures may result in additional charges. Rent is prorated to the full week of occupancy. All charges unpaid after the due date will automatically be subject to a late penalty charge of 1.5%. The University may cancel a signed agreement for any unpaid charges owed to the University for the current or previous year on a resident's account.

- Moving carts must be returned to information centers after use. Failure to do so will result in a \$400.00 charge.
- Residents will be charged a \$35.00 fee for each occurrence after they have exceeded 10 room lock outs.

### 8. ROOMENTRY / RESIDENCE ACCESS / GUEST PRIVILEGES

The University reserves the right of entry to the room(s) by authorized representatives for the purpose of inspection, establishment of order, repairs, maintenance, inventory correction, extermination, cleaning, or in case of emergency or other reasonable purposes. Residents may not deny access to University personnel attempting to exercise the University's rights

to perform the University's obligations. Access to residences is limited to University students, approved non-student residents, faculty, staff, and authorized contractors.

A resident's privilege to have guests is subject to the following limitations: a) resident may not pressure or force roommates to tolerate the presence of a guest; b) the presence of guests must not restrict the free access of legitimate occupants to all common spaces and to any private space they may have or create any situation that infringes on the right of roommates to remain undisturbed; c) the presence of a guest may not be constant or continuous; d) a guest may not occupy a resident's room when the resident is not present, resident may not give the guest a room key or University ID to enter residences. The resident must always accompany guest while inside the building. The actions of the guest are the responsibility of the resident; e) any violation of this agreement or University policy by a guest of a resident is the joint responsibility of the guest and resident.

### 9. LOSS/THEFT

The University shall not be liable for any damages to or loss of personal property in the common areas, outdoor areas, room(s), storage facilities. Students are strongly advised to have insurance coverage such as renters' insurance.

### 10. ROOM ALTERATIONS AND DAMAGE

Alterations to the room including its walls, floor, ceiling, doors, wiring and furnishings are prohibited. Students are jointly and severally liable for all damage that is caused to the room(s) or any furniture/furnishings/fixture therein. Students are liable for the cost of repairing damage to the room(s) and building in case of fire, smoke, etc., if caused in violation of this agreement.

### 11. SOLICITATION/PEDDLING

The room(s) shall be used only for study and living purposes and not as a salesroom, office, service area, or for storage of merchandise. Soliciting and peddling in the residences are prohibited, unless approved by the General Manager.

### 12. PETS

Individuals seeking a medical accommodation for a Service or Emotion Support Animal must [submit a request](#) with Student Disability Services. If you have been approved for a comfort animal in the past, you are still required to submit a new medical accommodation request for the summer 2024 term.

### 13. ALCOHOL/DRUGS/SMOKING

In Pennsylvania, the possession and/or use of alcohol by persons under 21 years of age is prohibited. Distribution of alcohol by sale or gift to persons under 21 years of age is forbidden. Alcohol may not be consumed in the public areas of residences. Kegs, regardless of contents or amount, are prohibited in all residences. Anyone observed entering a residence with alcohol may be required to register at the Information Centers and provide proof of age. Smoking and smoking paraphernalia are prohibited in all residential buildings. Violators may face disciplinary action, fines, and possible termination of their Residential Agreement.

### 14. FIREARMS/DANGEROUS WEAPONS

Possession, storage, or use of firearms or dangerous weapons are prohibited and subject to immediate termination of the Occupancy Agreement, removal from residence, as well as disciplinary or judicial action and criminal prosecution.

### 15. Right to Amend

The University reserves the right to amend this agreement and may from time-to-time issue regulations concerning housing. The University may take disciplinary action against a resident and/or terminate this agreement for failure by any person occupying the residential unit to comply with the terms of this agreement.

### AGREEMENT OF TERMS

**By submitting a summer housing application, you agree to the following:**

- I understand that the presence of a kitchen in my summer assignment is not guaranteed.
- I understand that all summer housing is in multiple-occupancy suites, and thus realize that I will be sharing a suite with other students/summer guests.
- I understand that specific room-type requests cannot be guaranteed.