

Summer Housing Reservation Form

Lewis & Clark College, Portland, OR 97219

Please type or print clearly:

Name _____ Birth Yr. _____ Male _____ Female _____

Mailing Address _____

City/State/Zip _____

Daytime Telephone _____ Email _____

Program Affiliation _____

Lewis & Clark ID # _____ Graduate School _____ Law School _____

Arrival Information:

Arrival Date _____ Arrival Time _____
(Please plan to arrive prior to 11pm as Visitor Information closes at that time.)

Departure Date _____ Name of Course _____
(Check out by Noon is requested.)

If you are requesting more than one arrival/departure date, please list them separately here:

Please note that you are required to vacate the assigned room completely between occupancy dates. If personal items are left in the room, you will be charged for each night regardless of your absence. A request to extend your reservation must be made in writing at least two business days in advance.

Check all preferences that apply:

Suite Style Accommodation _____ \$26/night (Two-night minimum - \$52)

Smoker _____ (All residence halls are non-smoking.) Non-smoker _____

Handicap or special arrangements needed. Please explain _____

Suite Roommate Preference: _____

*A \$40 deposit must accompany the reservation form and is only refundable if notice of cancellation is received 10 days prior to scheduled arrival. Make check payable to: **Lewis & Clark College**. My signature below indicates that I have read and agree to the stipulations of my rental of Lewis & Clark owned properties printed on the reverse of this form.*

Signature _____ Date _____

Mail to:

Office of Campus Living, Summer Housing, Lewis & Clark College, 0615 SW Palatine Hill Road, MSC 132, Portland, OR 97219-7899; 503-768-7123; Fax 503-768-7977; living@lclark.edu

Be sure to include your \$40 deposit.

For Office Use Only

Assignment _____ Confirm Email _____ Deposit Received/Date _____

Amount Due _____

Summer Housing at Lewis & Clark

- A. No specific room is leased by this reservation. The College reserves the right to assign and reassign students to any residence hall room on campus.
- B. The College may terminate this agreement without refund of any prepaid rent or deposits, effective immediately upon notice to the student, if the student violates any provision of this contract or the College or residence hall rules incorporated herein by reference. In all such instances the College shall have the right to take possession of the room immediately.
- C. From time to time the College establishes or modifies policies and regulations with campus-wide application, which apply to the residence halls. Such regulations include, but are not limited to, prohibitions against illegal drugs, regulations of dangerous articles and substances, parking, fire prevention and control regulations, security regulations and solicitation policies. From time to time the College also establishes or modifies rules and procedures with respect to the residence halls. These include but are not limited to, key charges, guest policies, no pet policies, appliance restrictions, room modification restrictions, and room and common area cleanliness standards. The student acknowledges that he/she is entitled to a current copy of all such policies and regulations (which are incorporated herein by this reference) and agrees to abide by all such policies and regulations as they are now stated and as they may be duly adopted or revised during the term of this contract.
- D. The College reserves the right to enter individual rooms leased to students to perform routine services, maintenance, damage or occupancy inspection, or other appropriate functions. A reasonable effort will be made to notify the occupant of entry. College officials may search a room when reasonable suspicion of a violation exists. The student waives any claim against the College, its agents or employees based upon such entry.
- E. The College agrees to furnish light, water, heat and garbage receptacles as appropriate, and to furnish routine cleaning service for common areas but the College shall not be responsible for any non-negligent failure to provide such services. The student agrees to promptly pay his/her share of the cost of any unusual kind or quantity of cleaning or other services required to maintain common areas as may be determined by the College in the exercise of its discretion.
- F. The College assumes no responsibility to hold or protect student property, or for any loss or damage to a student's personal possessions anywhere on the premises, whether caused by theft, fire, water, steam, or other causes except negligent acts of College's employees. The student is responsible for obtaining his/her own insurance for personal possessions.
- G. The student shall keep the assigned room clean during use and return the room and its furnishings in the same condition as on initiation of the contract, less reasonable wear and tear (determined in the College's sole discretion), including cleaning, vacuuming and dusting of the room prior to turnover. The student shall vacate the premises in accordance with published residence hall closing procedures. Any property left in rooms at the end of the rental period will be deemed abandoned and may be sold or disposed of by the College.
- H. The student agrees to be jointly and severally responsible with his/her roommate/s, if any, for the condition of the assigned room and its furnishings and to promptly pay College for any damages to any part of the premises caused by an act or omission of the occupants of the room or their guests (whether negligent or not). The student further agrees to be responsible for his/her assigned share of any damages to common areas of the premises as determined by the College.
- I. Rent payment in full must be received in the Office of Student & Departmental Accounts no later than the first date of the session for which you are enrolled.
- J. If any provision of this contract is determined to be unenforceable or illegal, such determination shall not affect any other provision of this contract and all such other provisions shall remain in full force and effect.