REED COLLEGE
RESIDENCE LIFE OFFICE
2011 - 2012 Apartment Contract

This document is to be read carefully and thoroughly along with the **2011 - 2012** Reed College Apartments Rights and Responsibilities Guide (RCARRG). Signed, it becomes a legal and binding contract and governs the conditions under which Reed College agrees to provide a space in a campus apartment for an eligible student. Violations of this contract are subject to judicial proceedings.

Parties to this Contract:_____ and Reed College.
(PRINT full name)

Effective Dates Of Contract: This contract will become effective when signed. Payment or acceptable arrangements must be made before the first day of classes on Monday, August 29, 2011. **This contract is for a full academic year.** The contract provides housing for Fall semester 2011 and Spring Semester 2012 (Friday, August 26, 2011 at 9 AM to Tuesday, May 15, 2012 at noon). **Early move-in is not permitted**.

_____
(Initial and date here signifying you have read, understand, and agree to the above terms of the contract.)

Termination By the Student: Students desiring to terminate their contracts prior to the beginning of the fall semester may do so in writing on or before May 24, 2011. After that date, any student with a signed contract will be expected to fulfill the contract until the end of the spring semester subject to the termination provisions as provided in the RCARRG.

_____
(Initial and date here signifying you have read, understand, and agree to the above terms of the contract.)

Safety and Pets: Misuse of, or tampering with, fire safety equipment (including covering smoke detectors, the removal of smoke detectors or door closures), will result in a $100 fine and possible disciplinary action. Small caged animals and fish are permitted in all College Apartments. One cat or one dog per designated pet apartment is permitted with prior written approval by the assistant dean of residence life. Before the pet enters the apartment the cat or dog must be registered with residence life by verifying that the pet is at least 6 months old; is vaccinated as highlighted in the RCARRG; is neutered/spade; and is registered with Multnomah county. There is a $100 non-refundable registration fee. Failure to adhere to these guidelines will result in the removal of the pet.

_____
(Initial and date here signifying you have read, understand, and agree to the above terms of the contract.)

Occupancy: A one-bedroom apartment is to be occupied by only one person. A two-bedroom apartment is to be occupied by a maximum of two persons.

_____
(Initial and date here signifying you have read, understand, and agree to the above terms of the contract.)

Fees: ☐ **One bedroom apartment** $7,400 ☐ **One-half of a two-bedroom apartment** $6,400
All fees are to be paid in full on the specified date for the semester unless prior arrangements are made with the Business Office.

Board: This contract does not automatically include board. Students residing in the apartments may elect to be on a meal plan. Once signed, board contracts may not be broken during the current semester.

BOARD PLAN (please check one): ☐ **A** $5,680 ☐ **B** $5,300 ☐ **C** $4,800 ☐ **NO BOARD PLAN**

Room Deposit: A $100 housing deposit (held in a non-interest bearing account) must be paid at the time this contract is signed. This deposit is to be used for any damages or other fees that may be assessed at the end of the year.
Refer to the RCARRG for information on contract cancellations or deposit refunds.

Room Changes: This agreement is a contract for a living space; it does not entitle the student to occupancy of a particular apartment. The college reserves the right to reassign students to new or different spaces that are unoccupied, if necessary. The college reserves the right to assign roommates or reassign students who are without roommates.

Cleaning and Maintenance It is the students's responsibility to clean the apartment and report any maintenance concerns to Facility Services immediately. Rooms may be entered at anytime for maintenance or cleaning issues to keep room upkeep current **Apartments will be inspected at least once during the academic year to assess the need for repairs and/or upgrades.**

Termination By the College: The College may deem it necessary to terminate the contract for noncompliance with any of the provisions of the contract, including the RCARRG and any additional guidelines, or for non-compliance with the health and fire safety provisions.

The student's signature below signifies that he/she has accessed a copy of the corresponding year's Reed College Apartment Rights and Responsibilities Guide and understands that this guide is incorporated in and made part of the contract. By signing this contract the student signer acknowledges having read, understood, and agreed to comply with all of the provisions included in this contract and the RCARRG.

Student Signature	Date	Reed ID Number	Email Address
Signature of Parent also required if student is under 18	Date	RCA / Birchwood *(circle one)*	Apartment Number