



2024-2025 RESIDENCE HALLS CONTRACT

The undersigned occupant hereinafter referred to as "Resident" understands that all information provided and contained in the contract and assignment process constitutes a legal binding contract between said Resident and the Regents of the University of California, as represented by UCR Housing Services, hereinafter referred to as "University" or "UCR-HS."

In the case of a Resident assigned to Dundee Residence Hall, said Resident understands that following submission of the Contract and the payment of the non-refundable Contract Fee and the non-refundable Activity Fee to the University, the University shall assign the Contract's financial and facility maintenance rights and obligations to CHF – Riverside I, LLC, hereinafter referred to as "Owner," excluding any and all rights to the Contract Fee and Activity Fee. The assignment of this Contract from University to Owner shall constitute a legal binding contract between Resident and Owner. As such, Owner shall retain responsibility for maintenance services and enforcement of the financial terms of this Contract, while the University/UCR-HS shall retain responsibility for marketing, leasing, and residential services.

THIS CONTRACT IS NOT A MERE APPLICATION FOR HOUSING.

Resident agrees to license and occupy a bedspace in the Residence Hall Program subject to and pursuant to the obligations of this Contract and the most current edition of the [Housing Resident Conduct Policies](#), and the [UC Policies Applying to Campus Activities, Organizations, and Students \(PACAOS\)](#), which are incorporated herein by reference,

By submitting this Contract, Resident authorizes the University or Owner to use all information provided, selected and contained in the Contract to process, maintain, and enforce Resident's on-campus housing assignment, as outlined specifically in this Contract.

Housing Services respects the privacy of all campus housing residents and is transparent about use of Residents' personal information in facilitating our business operations. Enforcing the terms and conditions of this Contract may require interactions with external agencies (e.g. legal, governmental) whose business operations do not recognize the University of California's policies and methods of personal identification. Therefore, Resident's legal name will appear on this Contract and will also appear on documents necessary to enforcement of the terms and conditions of this Contract in legal or court environments external to the University (e.g. eviction and unlawful detainer actions). In some cases, Resident's inability to receive aforementioned documents in person may require a public-facing posting on Resident's residence door of said documents and, by way of inclusion, Resident's legal name.

Resident understands and acknowledges that canceling this Contract, once submitted, will put Resident in default of the Contract, resulting in financial consequences and possible legal action.

I. ROOM ASSIGNMENT

1. The University shall provide a furnished bedspace in the Residence Hall Program at the University of California, Riverside ("UCR"), hereinafter referred to as "Space," and a dining plan under the management of UCR Dining Services. The University does not guarantee any preferences, including but not limited to specific buildings, rooms, halls, occupancy type, or roommates. The University reserves the right to re-assign the Resident to a different room at any time following submission of this Contract.
2. Floor plans of the same room style may vary. Variances in the same room style shall not be criteria for premium payment or for a discount.
3. Resident agrees that any and all facility resource spaces provided by University in the community are provided as a gratuity and Resident hereby waives any right to withhold Rent due to their lack of availability. University reserves the right to change or limit the hours of any such spaces, or to eliminate them completely without prior written notice to residents. Such action shall not constitute any claim for diminished rental value by Resident or a claim of default under the terms and conditions of the Contract by University.
4. This Contract covers the period beginning Saturday, September 21, 2024 or Sunday, September 22, 2024, and ending Saturday, June 14, 2025, with the following exception: The Residence Halls close completely for Winter Break, December 14, 2024 through January 4, 2025. Material belongings may be left in Resident's assigned Space during Winter Break but physical stays must specifically be requested and approved by

the University. Fees for physical stays during Winter Break will be billed separately. No meals are served during Thanksgiving Holiday or during Winter Break.

5. Residents moving into the Residence Halls for the Fall 2024 quarter will be assigned a move-in time on either Saturday, September 21, 2024, or Sunday, September 22, 2024. For the purposes of this Contract, the night of Saturday, September 21, 2024 does not represent a billable night. Billable nights begin with the night of Sunday, September 22, 2024, regardless of the Resident's assigned Fall move-in date and time.
6. Actual Move-In dates/times will be assigned by UCR-HS in advance of move-in.
7. Any Contract submitted by a Resident who is under the age of 18 at the time of submission must be accompanied by a Parent-Guardian Guarantee Form. Resident's failure to provide an executed Guarantee Form, if required, shall not render this Contract invalid, but shall be a default of this Contract. No Resident shall occupy the premises without satisfying the Guarantee Form requirement of this Contract. The fact that a required executed Guarantee Form has not been provided does not release Resident from liability under this Contract and all Rent, terms and conditions.
8. Residents who relocate themselves to spaces to which they are not assigned by UCR-HS are in material breach of this contract and may be subject to removal. Such Residents will be moved back to their assigned space and shall be subject to a \$50.00 liquidated damages charge to cover related administrative costs, in addition to costs for maintenance and/or custodial as are actually incurred.

II. OCCUPANCY CALENDAR

	FALL QUARTER	WINTER QUARTER	SPRING QUARTER
Halls Open	September 21/22, 2024*	8:00a.m., January 5, 2025*	8:00a.m., March 30, 2025 **
Meals Begin	Dinner, September 21/22, 2024	Dinner, January 5, 2025	Dinner, March 30, 2025
Instruction Begins	Thursday, September 26, 2024	Monday, January 6, 2025	Monday, March 31, 2025
Meals End	Brunch, November 27, 2024	---	---
Meals Resume	Breakfast, December 2, 2024	---	---
Meals End	Brunch, December 14, 2024	---	Brunch, June 14, 2025
Halls Close	5:00p.m., December 14, 2024	---	5:00p.m., June 14, 2025

* Early move-ins are not permitted due to security and safety risks.

** New move-ins only. Residence halls remain open during Spring Break for current residents.

III. PAYMENTS PLANS, FEES:

	DOUBLE ROOM			DINING PLAN		ACTIVITY FEE
	Aberdeen-Inverness & Lothian	Dundee	Pentland Hills	(Board)		
	Highlander Blue 150	Highlander Gold Unlimited				
Non-Refundable Contract Fee (Due at Contract Submission)	\$270	\$270	\$270	-	-	
Non-Refundable Activity Fee (Due at Contract Submission)						\$69
DUE DATES:						
FALL QUARTER						
September 1, 2024	\$1581	\$1629	\$1589	\$692	\$801	-
October 1, 2024	\$1581	\$1629	\$1589	\$692	\$801	-
November 1, 2024	\$1581	\$1629	\$1589	\$692	\$801	-
WINTER QUARTER						
December 1, 2024	\$1581	\$1629	\$1589	\$692	\$801	-
January 1, 2025	\$1581	\$1629	\$1589	\$692	\$801	-
February 1, 2025	\$1581	\$1629	\$1589	\$692	\$801	-
SPRING QUARTER						
March 1, 2025	\$1429	\$1491	\$1454	\$692	\$801	-

April 1, 2025	\$1429	\$1491	\$1454	\$692	\$801	-
May 1, 2025	\$1429	\$1491	\$1454	\$692	\$801	-
Annual Room & Board Costs	\$13,653	\$14,247	\$13,896	\$6,228	\$7,209	-

1. The listed payment plan coincides with a Double occupancy room assignment at each of UCR's residence halls. Triple occupancy room assignments are discounted at each residence hall. Single occupancy room assignments are upcharged at each residence hall. Detailed rates and payment plans can be found at <https://housing.ucr.edu/get-housing/rates-billing-terms> and are incorporated herein.
2. Resident will be prompted to pay the non-refundable Contract Fee and non-refundable Activity Fee to the University by credit card or eCheck during the online Contract submission process regardless of the residence hall community to which Resident is assigned.
3. Payment installment amounts and dates have been selected for convenience only. The intervals between dates should not be construed as the period covered by the payment and the amounts of payments shall not be considered applicable only to the period in which they are due and payable.
4. An annual, non-refundable Activity Fee in the amount of \$69 will be billed by the University during the Contract submission process. This fee is managed by Residential Education on behalf of Resident to support the development and execution of activities, programs and events within the community, which may be delivered in-person and/or remotely. A portion of each Activity Fee is allocated to the community Assembly or Association, which acts in representation of Resident.
5. The Resident is responsible for making payments on the due dates specified in this Contract without the University or Owner having to make demand for payment.
6. Residents approved for an early or extended occupancy for any reason are subject to all applicable terms and conditions contained within this agreement beginning with or extending throughout their additional days of occupancy.
7. For Resident assigned to Aberdeen-Inverness, Lothian, or Pentland Hills residence hall:
 - a. All Housing charges will appear on the campus statement of account, which is updated monthly and available online at <http://www.rweb.ucr.edu/>.
 - b. The Resident may make online credit card or eCheck payments at <http://www.rweb.ucr.edu/> or mail check/money order payments to University of California, Main Cashiers Office, 900 University Ave., Room 1111, Riverside, CA 92521. Make checks payable to "Regents, UC."
 - c. Financial aid credits remaining on the statement of account after payment of campus fees will be applied to UCR-HS charges remaining on the account.
8. For Resident assigned to Dundee Residence Hall:
 - a. Room and Board fees will appear at <https://mycommunity.americancampus.com/signin> once Resident has created an account.
 - b. The Resident may make Room/Board payments as follows:
 - i. In person by check, money order or cashier's check at the Dundee Resident Services Office. Make checks payable to "Dundee Residence Hall."
 - ii. Online credit card payments at <https://mycommunity.americancampus.com/signin>
 - iii. Mail check/money order/cashier's check payments to Dundee Residence Hall, Attn. General Manager, 680 W. Linden Street, Riverside, CA 92521. Make checks payable to "Dundee Residence Hall."
 - c. Resident is responsible for using financial aid funds in excess of tuition and campus fees to pay housing rent as outlined above.
9. All payments are due on the 1st of the month and considered late after the 15th of the month, or the next business day if the 15th falls on a Saturday, Sunday, or University-recognized holiday. THERE WILL BE A \$30.00 LATE CHARGE FOR ALL PAYMENTS RECEIVED AFTER THE 15TH DAY OF THE APPROPRIATE MONTH, OR THE NEXT BUSINESS DAY IF THE 15TH FALLS ON A SATURDAY, SUNDAY, or UNIVERSITY-RECOGNIZED HOLIDAY, AND FOR SUBSEQUENT MONTHS UNTIL ALL PAYMENTS ARE MADE CURRENT. Resident may make an appointment to speak with a UCR-HS representative or, for a Resident of Dundee Residence Hall, with an Owner representative to discuss any past due balance or anticipated past due balance. However, this will not waive the \$30.00 Late Fee. Please do not use inter-campus mail to send payments. If you need a receipt, enclose a self-addressed envelope with proper postage with payment and a receipt will be sent back to you.
10. Resident's failure to pay any amounts due under this Contract or breach of any other provision of this Contract or the [Housing Resident Conduct Policies](#) may result in disciplinary action, including but not limited to termination of this Contract and eviction proceedings..
11. As it is extremely difficult or impractical to ascertain the precise amount of damages incurred by a breach of conditions, parties hereto agree to liquidated damage costs as they are defined in or referenced by this Contract.

12. Residents who are scheduled to move in after the opening date for each quarter as defined on the Occupancy Calendar in Item II shall have Room and Board prorated based on a nightly rate. Late arrivals and early departures will not be prorated without prior written approval. **Room and Board will not be prorated during the first two weeks or the last two weeks of any quarter.**
 13. For the purposes of this Contract, a nightly rate will cover Resident's possession of a space until 5:00pm the following day. Resident's failure to vacate a space by 5:00pm on any day shall constitute an additional night of billing.
 14. In the event of early departure, Board charges will be prorated based on a nightly rate and shall encompass lunch or brunch on the date of departure. Any usage of meal swipes and/or Dining Dollars beyond the prorated amount will be billed to the Resident.
 15. The Resident is financially responsible for the entire term of this Contract unless officially released by the University or Owner. If officially released by the University or Owner, Resident will be responsible for all terms and conditions of the release, as communicated in writing.
 16. UCR-HS may increase the rates in an amount not to exceed 10% of the total Room and Board fee, as economic conditions warrant. If a rate adjustment is necessary, UCR-HS shall notify resident in writing thirty (30) days prior to the effective date of the rental rate increase.
 17. Resident will be charged for any damages to Resident's assigned Space. Charges are due and payable upon assessment.
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IV. TERMS AND CONDITIONS

1. ELIGIBILITY

- a. The Residence Halls are designated as single student housing for First Year/Freshman students only. Transfer, Continuing undergrad, and Graduate students are permitted by approved exception only. Married occupants and occupants in a domestic partnership may not occupy rooms, be they shared or unshared by other assigned occupants, in the assigned community.
- b. Children/minor and other dependents, family members, and any other non-enrolled and contracted guests may not reside in the premises. Students with children/minor or other dependents are not eligible for residency in the Residence Halls.
- c. Resident must be regularly enrolled and remain a full-time registered UCR student at all times as defined by the Registrar's Office. However, in the event of withdrawal from UCR, the Resident shall be obligated to pay the University, or if a Resident of Dundee Residence Hall, the Owner, in accordance with the payment provisions of this Contract.
- d. To be considered for an assignment in the Residence Halls Program based on availability, the Resident must have received notification of admission to UCR, submitted a Statement of Intent to Register to UCR, and submitted a contract, non-refundable Contract Fee, and non-refundable Activity Fee on or before published deadlines.
- e. A one-quarter Leave of Absence may be approved by UCR-HS upon request if Resident conduct and financial records are in good standing. A Leave of Absence may be requested for less than full-time enrollment, filing fee status, or withdrawal from the University. A Leave of Absence may not be requested for Resident's initial quarter of occupancy or to extend occupancy beyond the graduation date on file with the University. Only one housing-related Leave of Absence shall be granted by UCR-HS or Owner while Resident is a UCR student. Residents with an approved Leave of Absence are required to present evidence of registration for the next regular session quarter or submit a formal Contract Cancellation Request prior to the end of the quarter in which the Leave of Absence has been approved. During a Leave of Absence, payments must continue to be paid in accordance with the Payment Schedule.
- f. UCR-HS reserves the right to permanently exclude from campus housing a Resident who has been legally evicted from any campus housing unit or whose Contract has been otherwise terminated by UCR-HS or Owner. Excluded Residents are not permitted to enter/return to the buildings or grounds of any campus housing facility for any reason.
- g. In regard to Dundee Residence Hall, Resident acknowledges that Owner may assign this Contract to Wilmington Trust, National Association, its successor and assigns ("Trustee"). In the future and during the term of this Contract, Resident may be required to follow the instructions of the Trustee, its designee or subsequent owner from time-to-time according to the terms set forth in this Contract.

2. SUBLETTING & GUESTS

- a. The Resident shall not assign any rights under this Contract, sublet or give accommodations to any other person not assigned to the Residence Hall Program Room.. Actual violations or the solicitation of a sublease, shall be grounds for eviction.
- b. The Resident shall be responsible for their own and any guests' conduct and any loss or damage caused by themselves or their guests to furniture, furnishings, equipment, building and grounds.
- c. The Room may not be used for lodging, parties, or overnight visitation by any person not assigned to the Room without prior written approval of UCR-HS.
- d. An overnight guest is limited to one 3-day, 2-night stay per month.
- e. Guests may never be left unattended in residential areas.

3. ROOMMATES

- a. A Resident who is assigned to a room with roommate(s) must limit their physical occupancy to their assigned portion of the room space at all times during the contracted period.
- b. A Resident's physical location in a room is denoted by the "A", "B", "C", or "D" designation of a room number. Physical locations are arranged left to right. Lofted bed locations are denoted by a "C" or "D".
- c. Roommates will be of a similar gender identity, unless roommates are assigned to a gender-inclusive or gender-affirming hall or room via processes sanctioned by UCR-HS or space availability allow otherwise.
- d. If Room consists of more than one assignable space, UCR-HS reserves the right, when any assignable space is vacant, to assign a new Resident to the vacant assignable space with or without advance notice or approval.
- e. Conflict with a roommate will not be considered grounds to terminate this Contract. University and Owner make no representations or warranties as to the compatibility or conduct of any roommate(s) assigned to Room. In no event is University or Owner liable for any damages, whether direct or indirect, general or specific, arising out of or relating to the conduct of any roommate.

4. UTILITIES

- a. **At Aberdeen-Inverness, Lothian, and Pentland Hills**, UCR-HS pays for electricity, water, trash, sewer and high speed internet services.
- b. **At Dundee**, Owner pays for electricity, water, trash, sewer and high speed internet services.

5. DINING PLANS /BOARD

- a. The ability to purchase sundries, food, and meals from the numerous convenience stores and food venues on campus via a Dining Plan shall be an integrated amenity of the UCR Residence Hall program.
- b. A Dining Plan is composed of (1) Residential Meal Swipes that can be used to purchase meals in the Glasgow and Lothian Residential Restaurants and (2) Dining Dollars that can be used to purchase personal or guest meals and snacks at any Residential Restaurant, convenience store, or other dining venue on campus. The selected Dining Plan may be supplemented with additional value at any time.
Note: During University-recognized holidays and Quarter breaks, meal service at Residential Restaurants is limited or closed and campus food service and convenience store availability is extremely limited or may be entirely unavailable.
- c. Meals offered in a Residence Hall Residential Restaurant include breakfast, lunch, and dinner Monday through Friday; brunch and dinner on Saturdays and Sundays. Meal swipe allotments are re-set each quarter. Unused meals do not roll over to the next quarter and are NOT refundable. Unused Dining Dollars **DO** roll over to the next quarter during the academic year (i.e. Fall, Winter & Spring of the contract term). However, Dining Dollars remaining unused upon contract cancellation or at the end of the academic year **DO NOT** carry over and are **NOT** refundable.
- d. "Meal Swipes" are available for use beginning with the next scheduled Residential Restaurant meal following move-in. Dining Dollars are available for use beginning on September 21, 2024, or the scheduled move-in date for move-ins after September 22, 2024, and may be utilized through June 14 of the academic year in which Resident is assigned, or the Resident's move-out if prior to June 14, after which time they will expire.
- e. The Dining Plan selected at contract signing is for the entire regular academic year (i.e. Fall, Winter and Spring quarters). Residents are permitted to request a one-time UPGRADE in Dining Plan at the mid-point of Fall Quarter, October 28 – November 8, 2024. Requested changes go into effect the following Winter Quarter. Dining Plan Change Request forms can be obtained from and submitted to the Resident Services Office (RSO). The Dining Plan may not be transferred, cancelled, carried forward, or refunded except as allowed for in the terms of this Contract.

6. CANCELLATION OF CONTRACT BY RESIDENT

- a. By entering into this Contract, Resident agrees to abide by all financial terms and conditions of the Contract through its expiration date, unless the Contract has been cancelled or terminated pursuant to the terms of this Contract.
- b. A Resident seeking to cancel this Contract must submit a Contract Cancellation Request in advance of the requested release/move-out date on the MyHousing portal.
- c. If Resident fails to submit a Contract Cancellation Request in advance of Resident's communicated move-out, Resident will continue to be responsible for all terms and conditions of the Contract or shall be responsible for any other term or condition of the contract cancellation in the case that it is approved.
- d. A \$60 processing fee will be assessed for all Contract Cancellation Requests.
- e. **CANCELLATION REQUESTS PRIOR TO SCHEDULED MOVE-IN**
 - i. If Resident fails to obtain approval for a Contract Cancellation Request submitted prior to the Resident's scheduled move-in date while still an Admitted UCR student, they shall be responsible for the full Contract terms and conditions.
 - ii. Resident who submits a Contract Cancellation Request prior to the Resident's scheduled move-in date and said request is approved will be responsible for applicable fees, terms and conditions as outlined in the following tables of cancellation deadlines and fees.

iii. General

CANCELLATION REQUEST DEADLINE	FEES/CONDITIONS FOR APPROVED CANCELLATION
By June 15, 2024	\$60 Processing Fee Only
June 16, 2024 – July 15, 2024	\$60 Processing Fee and \$100 Cancellation Fee
On or after July 16, 2024	\$60 Processing Fee and \$200 Cancellation Fee and Full Financial Terms of Contract OR Identification of Eligible Replacement Resident

iv. Returning Residence Hall Residents Only

CANCELLATION REQUEST DEADLINE	FEES/CONDITIONS FOR APPROVED CANCELLATION
By April 30, 2024	\$60 Processing Fee Only
May 1, 2024 – June 30, 2024	\$60 Processing Fee and \$100 Cancellation Fee
On or after July 1, 2024	\$60 Processing Fee and \$200 Cancellation Fee and Full Financial Terms of Contract OR Identification of Eligible Replacement Resident

v. 2024-2025 Winter or Spring Quarter Contract Submissions

CANCELLATION REQUEST DEADLINE	FEES/CONDITIONS FOR APPROVED CANCELLATION
14 Days or More Prior to Scheduled Move-In Date	\$60 Processing Fee Only
Less Than 14 Days Prior to Scheduled Move-In Date	\$60 Processing Fee and \$200 Cancellation Fee and Full Financial Terms of Contract OR Identification of Eligible Replacement Resident

f. CANCELLATION REQUESTS ON OR AFTER SCHEDULED MOVE-IN DATE

- i. A Contract Cancellation Request will be considered only when a condition exists that originated *after* Contract submission.
- ii. Contract cancellation and release from responsibility for the financial terms of the Contract are not guaranteed and are contingent on an eligible replacement resident (i.e. a full-time registered, non-First Year UCR student who lives off campus) accepting your Contract. If an eligible replacement cannot be identified, Resident is financially responsible for the entire balance of the Contract. If a replacement is identified and approved by UCR-HS, Resident agrees that a \$300 Cancellation Fee is reasonable to be imposed as liquidated damages to cover estimated University losses, which are difficult or impractical to determine. Resident must move out of the Apartment a minimum of five (5) days prior to replacement resident's Contract Effective Date to allow time for UCR-HS to ready Apartment for replacement resident. Resident is responsible for daily rent and utilities until the Effective Date of the replacement resident's contract.
- iii. Resident who submits a Contract Cancellation Request for a renewed Contract on or after the Contract Effective Date, is responsible for all conditions of a contract cancellation as outlined in this section. If Resident's cancellation request is approved, Resident will be assessed the normative monthly rental amount for July, 2024, and August 2024, in addition to any other contract cancellation fees, terms or conditions outlined in this section.
- iv. The following are the only reasons Resident may request a contract cancellation without assessment of liquidated damages and without the need to identify a replacement resident. A \$60.00 processing fee and pro rata rent will be charged.

- a. The Resident graduates, transfers to another campus, takes an academic leave of absence, is dismissed, is a participant in the Planned Educational Leave Program, or withdraws from the University. This does not include voluntarily withdrawing from classes for any particular quarter.
 - b. The Resident is denied admission to UC Riverside.
 - c. The Resident is admitted to UC Riverside but fails to register or cancels registration.
 - d. The Resident presents proof of marriage that has occurred following contract submission.
 - v. Changes in the availability of in-person instruction or any other in-person campus programs or activities shall not be considered grounds for reimbursement or contract cancellation. Submission of this Contract is Resident's implied acceptance of the risk of these changes or similar changes in campus operations.
 - vi. UCR-HS will not consider the Contract terminated until a Contract Cancellation Request has been approved. If a Contract Cancellation is approved by UCR-HS, Resident is responsible for all obligations under the Contract, including payment of rent, until Resident has removed all personal belongings from the premises and returned all keys and/or other access devices to UCR-HS.
 - vii. If a Resident fails to vacate the Apartment by the move-out date communicated in an approved Contract Cancellation Request, the date UCR-HS notifies Resident to leave the Apartment, or a maximum of three (3) days after the Effective Date for Resident's relocation Apartment, Resident is responsible for holdover rent equal to the daily value of the monthly rent for the extra time Resident remains in Apartment. Resident further understands and agrees that Resident will be responsible for all of University's damages resulting from Resident's "holding over" of the Apartment, as well as the damages of any person who was unable to move in due to Resident's holdover.
 - viii. In the event that Resident's Contract Cancellation Request is not approved through the outlined process of identifying a replacement resident for the Resident's Contract during the normal academic year (i.e. Fall, Winter or Spring quarters), Resident will have the option to submit a request in the MyHousing portal to have their Contract Cancellation Request reviewed by the Housing Appeals Board. Only cases of extreme and well-supported hardship will be reviewed. Finding alternate housing and roommate conflicts are not valid reasons for appeal and will not be granted. Financial appeals must include evidence that Resident has exhausted all possible options provided by the Financial Aid Office, including loans. The Housing Appeals Board is the final decision-maker for Contract Cancellation Requests. Submitting an appeal does not guarantee cancellation approval. If a replacement resident is identified or a cancellation request is approved through the Appeals Board process, a \$300 Cancellation Fee will be imposed, as well as pro rata rent and utilities, as appropriate. Reference Section 6b.iv.
 - ix. Any correspondence pertaining to a contract cancellation must be directed in writing to UCR Housing Services, 3595 Canyon Crest Drive, Riverside, CA, 92507 or housinginfo@ucr.edu. Notifying Admissions, the Registrar, or any other campus department will specifically not suffice as notification to UCR-HS.
- g. Any correspondence pertaining to contract termination must be directed as follows:
- v. PRIOR TO MOVE-IN
 - (a) **Resident assigned to Aberdeen-Inverness, Lothian, Pentland Hills or Dundee:** UCR-HS, 3595 Canyon Crest Drive, Riverside, CA, 92507 or housinginfo@ucr.edu.
 - vi. AFTER MOVE-IN
 - (a) **Resident assigned to Aberdeen-Inverness, Lothian, Pentland Hills:** UCR-HS, 3595 Canyon Crest Drive, Riverside, CA, 92507 or housinginfo@ucr.edu.
 - Resident assigned to Dundee:** Dundee Residence Hall, Attn. General Manager, 680 W. Linden Street, Riverside, CA 92521.
- h. **Notifying Admissions, the Registrar, or any other campus department will specifically NOT suffice as notification to UCR-HS or Owner.**

7. CANCELLATION OF CONTRACT BY UCR-HS:

- a. UCR-HS or Owner may terminate this Contract for any reason allowed by law, including, but not limited to, resident's failure to pay any amounts required hereunder when due or for any other violation of a term or condition of this Contract or any rule or regulation established in the most current edition of the [Housing Resident Conduct Policies](#), incorporated by reference herein. In such event, UCR-HS or Owner shall serve a three-day Notice to Pay Rent or Quit, Notice to Perform Covenant or Quit, or a Notice to Quit, as applicable. In the event of such termination by UCR-HS or Owner, the Resident shall be held responsible for payment of the remaining contracted amount up to such time as UCR-HS is able to enter into a replacement contract with another resident.
- b. The Resident hereby agrees that UCR-HS or Owner may terminate Resident's tenancy under this Contract without cause upon thirty (30) days' written notice, and expressly waives any right Resident may have currently or in the future under state law to receive sixty (60) days' notice of termination.
- c. If UCR initiates a full cancellation of admission prior to Resident's announced Fall 2024 Move-In Date, or the scheduled move-in date for Residents entering at any other time during the academic year, there will be no liquidated damages or other fees charged.
- d. If a Resident fails to vacate the premises on June 14, 2025, or other legal termination date, the Resident is responsible for pro rata rent until the Resident vacates the premises. Any damages incurred by UCR-HS or Owner as a result of the Resident's failure to vacate premises, including a minimum liquidated damages charge of \$35/hour to cover administrative costs incurred by UCR-HS or Owner as a result of a Resident's failure to vacate, shall be charged.
- e. "No Shows" are Residents who (1) do not check in on Resident's announced Fall 2024 Move-In Date, or the scheduled move-in date for Residents entering at any other time during the academic year, or (2) fail to notify UCR-HS of a planned late arrival at least 48 hours prior to Resident's announced Fall 2024 Move-In Date, or the scheduled move-in date for Residents entering at any other time during the academic year. "No Shows" who have been released from UCR student status will fall under the established campus refund schedule available in the UCR General Catalog. A "No Show" who is a registered student at UCR shall remain obligated to this full contractual agreement and will fall under the Cancellation Charge Schedule. UCR-HS may seek a replacement resident 48 hours following Resident's announced Fall 2024 Move-In Date, or the scheduled move-in date for Residents entering at any other time during the academic year. Liquidated damages will be assessed.
- f. *Force Majeure*. In the event that circumstances such as fire, earthquake, or any other "Act of Nature," casualty, or circumstance render all or a part of the Space or premises uninhabitable or otherwise prevent the University's performance under this Contract, University shall have the right to terminate this Contract, or move Resident to similar accommodations while repairing and restoring the premises. Resident's obligation to pay rent hereunder shall be abated only if University terminates this Contract or does not provide Resident with similar accommodations. University has no obligation or liability to Resident to provide alternate housing or food services or to rebuild or replace any affected premises. Prepaid room and/or board applicable to the period following the premises being officially designated as uninhabitable and cancellation of Contract by University shall be prorated and refunded to Resident by University.

8. LIQUIDATED DAMAGES

In addition to all amounts payable to the University or Owner under this Contract, the Resident agrees to pay the University or Owner \$50.00 as liquidated damages for the preparation and service of all notices. Resident shall also reimburse University or Owner for any legal support services or attorney fees incurred during the pursuance of legal eviction procedures. In the event the University or Owner prepares a Notice to Pay Rent/Perform Covenant due to the Resident's failure to pay rent or to perform a covenant of the Agreement and (1) the Resident pays said rent or performs said covenant or (2) the University or Owner agrees to rescind such Notice, Resident agrees to pay the University or Owner \$50.00 as liquidated damages to cover the administrative costs involved in the preparation and service of said Notice. In the event the University or Owner prepares and has served a Summons of Complaint and the University or Owner and the Resident subsequently resolve their differences and the University or Owner allows the Resident to continue to reside in the premises, the Resident agrees to pay the University or Owner (a) \$50.00 as liquidated damages to cover the administrative costs involved in the preparation of the Summons of Complaint plus (b) such costs for service as are incurred by a third party. It is agreed that it is extremely difficult or impractical for the University or Owner to ascertain its damages in the event of hold over, that said liquidated damages represent a reasonable amount calculated to cover damages to the University or Owner in the event of hold over. The imposition of liquidated damages in the above circumstances shall not prevent the University or Owner from serving a future Notice to Pay rent/Perform Covenant or Quit and /or serving a Summons of Complaint for unlawful detainer.

9. LIMITATION OF LIABILITY

- a. The University and Owner shall share no liability for the theft, loss, destruction or damage to Resident's personal belongings, the Resident's rented space, or another individual while the Resident lives on campus or for personal articles left behind after vacating the premises. Renter's insurance is not mandatory, but is highly recommended and may be purchased from any source. The University of California has partnered with GradGuard to provide renter's insurance designed specifically for university students. The University

strongly recommends that Resident secure a renters insurance policy with GradGuard or another equitable plan offering economical protection while Resident is living on-campus, off-campus, or traveling abroad.

- b. Resident acknowledges that congregate living facilities such as that represented by campus housing may present certain risks of exposure to infectious diseases that can cause illness or death. If Resident should contract a communicable disease or be exposed to an individual with a communicable disease, Resident may be required to temporarily leave the premises or their contracted space. Resident agrees to adhere to any applicable guidelines, directives and/or measures implemented by the State of California and/or Riverside County Public Health officials to reduce risks associated with the spread of an infectious disease, including but not limited to occasions of on-site or remote quarantine. Resident waives the right to any claim against the University or Owner related to or arising from the acquisition of or exposure to any infectious disease. Neither the University or Owner or their employees or agents shall be liable for any claims of loss, expense, or damage to Resident relating to the acquisition of or exposure to any infectious disease. The University and Owner make no warranty with respect to the safety of the premises with regard to any infectious disease.

10. CARE OF PREMISES AND OBSERVATION OF CONTRACT PROVISIONS

- a. Resident agrees to keep the space and premises in a clean, sanitary, non-hazardous condition, to be responsible for any damage to the space, its furnishings and equipment (reasonable wear and tear excepted) and to comply with all provisions of this Contract and the most current edition of the [Housing Resident Conduct Policies](#), as they may from time to time be amended.
- b. University or Owner may temporarily turn off equipment or interrupt utilities to avoid property damage or to perform work requiring such interruption as determined by University's or Owner's sole judgment. University and Owner will not be liable for any inconvenience, discomfort, disruptions, or interferences with Resident's use of premises because University or Owner is making repairs, alterations, or improvements to the premises, Room, buildings, or community, as allowable by law.
- c. Resident agrees not to make any alterations and/or changes to the Room as outlined in the [Housing Resident Conduct Policies](#).
- d. The University or Owner shall provide regular cleaning of communal spaces (i.e. lounges, hallways, community bathrooms, labs, laundry rooms, music rooms, study spaces, etc.), except during weekends, University-recognized holidays, academic breaks, or during Final Exam weeks.

11. RULES AND REGULATIONS

- a. Resident agrees to comply with all rules and regulations which the University has established including, but not limited to, such rules as are incorporated in the most current edition of the [Housing Resident Conduct Policies](#). Rules and regulations set forth in the [Housing Resident Conduct Policies](#) may be changed with thirty (30) days' notice and Resident agrees to abide by any such changes. Failure to comply with the rules and regulations in the [Housing Resident Conduct Policies](#), including any inability or refusal to adjust to the concept and requirements of living in a student residential environment, shall be deemed a material breach of this Contract.
- b. Resident is fully responsible for reviewing and complying with information distributed by UCR-HS or Owner to Resident's student email address or to the Resident Services Office in the Resident's name.

12. RELOCATION

- a. Resident understands that University reserves the right to permanently relocate Resident to another room in an on-campus housing community owned, operated, or managed by or on behalf of University upon thirty (30) day notice.
- b. In case of an emergency, UCR-HS or Owner has the right to reassign Resident immediately to a different Room. UCR-HS will make reasonable efforts to relocate or reassign Resident to a Room comparable to the one being vacated.
- c. Any Resident residing in a room with special modifications or accessibility for persons with disabilities may be relocated to another room should the need arise for the modified space.

13. FIRE & LIFE SAFETY

- a. Resident shall take due care to prevent fires, including but not limited to ensuring stoves and microwaves are not left unattended when they are in use. Toxic, hazardous, or flammable non-household chemicals shall not be stored on the premises.
- b. Any suspected malfunction of fire safety equipment must be reported immediately to any Resident Services Office (RSO).
- c. Resident must evacuate the premises during a fire alarm.
- d. Every room is equipped with a smoke detector. Some lounge kitchens may additionally be equipped with fire suppression devices. Misuse or tampering with fire safety equipment is prohibited.
- e. Any Resident found to be in non-compliance with items (a), (b), (c), or (d) may be subject to fines and/or eviction, at the University's or Owner's sole discretion.

14. MEDICAL & RECREATIONAL MARIJUANA

Under Federal Law, marijuana is categorized as a Schedule I substance. The manufacture, distribution, and/or possession of marijuana is strictly prohibited whether prescribed for medical reasons or recreational, and is a criminal offense. The University, including campus housing, is a drug-free community that follows and complies with Federal law regarding marijuana or marijuana concentrate. Failure of Resident or Resident's guests or invitees to comply with this law is a substantial and material breach of this Contract and is likely to result in immediate eviction.

15. PETS

Pets **ARE NOT** permitted, excepting fish in an aquarium with a maximum size of 10 gallons. The maximum allowable gallons per Residence Hall Room is 20 gallons. Breach of this provision will result in a non-negotiable fee for fumigation services in addition to any appropriate cleaning or repair charges deemed necessary. Keeping a pet is grounds for immediate eviction. Pet prohibitions apply to all mammals, reptiles, birds, and insects, owned or visiting, with the exception of approved assistance animals. University may remove any unauthorized pet and turn it over to a local authority or humane society following a 24-hour notice to Resident to immediately remove the pet. Assistance animals, including Service and Emotional Support animals must be registered with UCR Student Disabilities Resource Center (SDRC) and the ability of Housing to accommodate the animal must be confirmed by UCR-HS prior to bringing any such animal into the community. A non-negotiable fee for fumigation services in addition to any appropriate cleaning or repair charges deemed necessary will be assessed to Residents keeping Assistance animals upon Resident's move-out.

16. SMOKING

- a. UC Riverside is a smoke- and tobacco-free campus. As such, smoking and the use of tobacco products in all interior, exterior and parking areas of all University-controlled properties is prohibited.
- b. Smoking, the use of smokeless and noncombustible tobacco products, the use of unregulated nicotine products as well as smoking devices (e.g. e-cigarettes, vaping devices, e-hookahs) are strictly prohibited in individual rooms, restrooms, community rooms, lounges, common areas, balconies, patios, porches, and parking areas.
- c. A Resident who smokes or permits smoking on the premises will be financially responsible for damages, including scent and allergen abatement, which may include (but is not limited to) carpet replacement, full repainting, wood replacement, and other chemical mitigation activities.
- d. Smoking violations constitute a material breach of this Contract and are grounds for immediate eviction.

17. PERSONAL MICROMOBILITY DEVICES

- a. A “personal micromobility device” (PMD) is a device that is both (a) powered by physical exertion or an electric motor; and (b) designed to transport one individual or one adult accompanied by up to three (3) minors.
- b. Resident is prohibited from operating or riding any PMD within campus housing or dining buildings and on certain pedestrian walkways as indicated by posted signage.
- c. Resident is permitted to own, store, and recharge a PMD in their Apartment if (a) it is not powered by an electric motor, or (b) it is powered by an electric motor and meets the following specific safety standards.
 - i. E-bikes: UL 2849, the Standard for Electrical Systems for E-bikes, as recognized by the United States Consumer Product Safety Commission, or EN 15194, the European Standard for electrically powered assisted cycles
 - ii. E-scooters: UL 2272, the Standard for Electrical Systems for Personal E-Mobility Devices, as recognized by the United States Consumer Product Safety Commission, or EN 17128, the European Standard for personal light electric vehicles (PLEV)
 - iii. If Resident’s PMD fails to meet the aforementioned standards, Resident is prohibited from storing the PMD in the Apartment unless Resident maintains an insurance policy that covers storage of the PMD in the Apartment. Even with the insurance policy, Resident is prohibited from charging the PMD inside of the Apartment.
- d. Resident must store their PMD in compliance with applicable Fire Code and [OSFM Information Bulletin 23-003](#) regarding lithium-ion battery safety.
- e. Repair and maintenance of PMD batteries is prohibited in the Apartment at all times.
- f. All PMD’s may be subject to registration requirements, and safety and insurance compliance audits. Residents must possess and be able to provide documentation demonstrating compliance with the above requirements.

18. MEDIA BROADCASTING & RECORDING

Resident may not broadcast or record the images or voices of other residents or guests without their expressed knowledge and permission. This includes, but is not limited to, video, webcam, photo, and phone recordings. Resident students wishing to conduct media projects, which may create a disruption in the community, must follow established campus media project protocols. All media recording by student organizations must be approved by the University Police Department prior to the onset of media recording including, but not limited to, video and audio recording in residential community common areas and on adjacent property. In addition, the use of aerial devices such as drones is prohibited.

19. PARKING/TRAFFIC

- a. Newly-admitted First Years who live on campus are **NOT** allowed to bring a vehicle to campus unless an exception is granted by UCR Transportation Services.
- b. General campus parking regulations prevail in all housing communities.
- c. Vehicles shall be operated with due regard for the safety of all members of the community. All motor vehicles must have a valid UCR parking permit, current vehicle registration, be fully operational and be operated/parked in a safe manner.
- d. Parking of motor vehicles in other than designated parking spaces is prohibited. Violators will be subject to parking citation(s) and/or towing, at owner’s expense.

20. WEAPONS

Weapons and explosive devices of any kind on University premises are prohibited including, but not limited to firearms, knives, swords, hunting equipment, slingshots, gas-powered guns, air rifles, paintball guns, fireworks, and ammunition or any other item that resembles such examples.

21. RIGHT OF ENTRY

University and Owner reserve the right to enter the Room with a minimum of 24 hours posted or six (6) days mailed notification (unless otherwise agreed to by Resident) for the purpose of (a) inspection/inventory, (b) to make desired or necessary repairs/alterations, (c) to conduct safety checks to ensure the individual and collective health and safety of the Resident and the community, (d) to exhibit the Room to prospective workers, contractors or residents, (e) pursuant to court order and, (g) for any other reason allowed by law. In the event of an emergency, during periodic fire drills, when Resident has abandoned or surrendered the premises, or when it is impracticable, entry may be made at any time. Entry at other times may be made in the presence of or with the permission of the Resident.

22. ABANDONMENT

Upon termination of the Contract, the undersigned agrees to surrender the premises to the University or Owner and to remove all personal property. Any property left in the Room shall be deemed abandoned and the University or Owner may take possession of and dispose of such property, in accordance with California Civil Code 2080.8, and is hereby relieved of all liability for doing so. The University or Owner may re-enter and take possession of the Room if it determines that the Room has been abandoned.

23. NONWAIVER

Any waiver or non-enforcement by the University or Owner of any term or condition of this Contract shall not constitute a waiver of subsequent breach of the same or any other condition of this Contract. Acceptance by the University or Owner of any rental payment after Resident's breach of any provision of this Contract shall not be deemed a waiver of such provision or any prior or subsequent breach of any provision, other than Resident's failure to make timely payment of the rental installment so accepted, whether or not the University or Owner knew of the prior breach at the time such rent was accepted.

24. SEVERABILITY

If a provision or paragraph of this Lease is legally invalid, or declared by a court to be unenforceable, such provision or paragraph will be deemed deleted and the rest of this Lease remains in effect. To the extent that any provision of this Lease is in conflict with any provisions of applicable law, such provision is hereby deleted, and any provision required by applicable law which is not included in this Lease is hereby inserted as an additional provision of this Lease, but only to the extent required by applicable law and then only so long as the provision of the applicable law is not repealed or held invalid by a court of competent jurisdiction.

25. NOTIFICATIONS

Any notice under this Contract shall be directed as follows:

- a. PRIOR TO MOVE-IN
 - i. Any notice regarding this Contract, its terms or conditions shall be emailed to housinginfo@ucr.edu or submitted in writing to: UCR Housing Services, 3595 Canyon Crest Drive, Riverside, CA 92507.
- b. AFTER MOVE-IN
 - i. **For Resident assigned to Aberdeen-Inverness, Lothian, or Pentland Hills**, any notice to the University under this Contract shall be emailed to housinginfo@ucr.edu or submitted in writing to: UCR Housing Services, 3595 Canyon Crest Drive, Riverside, CA 92507.
 - ii. **For Resident assigned to Dundee**, any notice to the Owner under this Contract shall be submitted in writing to: Dundee Residence Hall, Attn. General Manager, 680 W. Linden Street, Riverside, CA 92521.
- c. Submission of this Contract is Resident's implied consent that final move-out accountings, as well as abandoned personal property notices be provided by UCR-HS or Owner utilizing the Resident's UCR student email account. If Resident does not wish for the above-mentioned accountings or notices to be communicated by email, Resident may notify UCR Housing Services or Owner as indicated above.
- d. Submission of this Contract is Resident's implied consent that information regarding UCR Housing deadlines and programs, as well as notification of mail and parcel arrivals may be communicated by text message or email utilizing Resident's contact information on file. If Resident does not wish to be notified by text message about any of the aforementioned items, Resident may notify UCR-HS via email at housinginfo@ucr.edu or Owner in writing to the above-mentioned address.
- e. Resident is fully responsible for reviewing and complying with information distributed by UCR-HS or Owner to Resident's student email address or to the community Resident Services Office in the Resident's name.

26. INVENTORY

Within two (2) business days of obtaining Room keys, Resident shall complete and submit a Move-In Inspection report, which is then incorporated into this Contract by reference. Failure to complete and return a Move-In Inspection report to the Resident Services Office (RSO) within the specified time will give rise to a presumption that Resident found no reportable damage other than normal wear and tear and that Resident accepts responsibility for any damages that may be discovered hereafter.

27. PRIVACY: PHOTOGRAPHY, MARKETING & THIRD PARTY SERVICE PROVIDERS

- a. By submitting this Contract the Resident gives permission for UCR-HS or Owner to use Resident's University ID photo for emergency and general identification purposes.
- b. As a designee and private partner of the University, UCR-HS and Owner make every effort to protect the privacy of Resident. Resident gives permission for his or her photograph to be taken during UCR-HS-sponsored events or while in UCR-HS facilities. Further, Resident agrees that his or her photographic likeness can be used for advertising, publicity, and any other lawful purposes. Certain limited personal contact information consisting of Resident's mailing address and/or UCR email address may be shared with a Third party vendor only if they have been directly contracted by UCR-HS, Owner or the University to provide a supplementary or complementary program service to the Resident. If Resident does not wish for his or her photographic likeness or aforementioned personal contact information to be used for stated purposes, Resident may notify UCR Housing Services at housinginfo@ucr.edu or Owner in writing as noted above.

28. NOTICES

- a. Resident affirms and agrees that Resident has access to a copy of Resident's Residence Hall Contract, as well as the most current edition of the [Housing Resident Conduct Policies](http://www.housing.ucr.edu) posted at www.housing.ucr.edu. Residents unable to attain internet access may contact UCR-HS for a printed copy of either item.

- b. **BED BUGS:** Pursuant to Civil Code Section 1954.603, notification regarding rights and obligations pertaining to bed bugs must be provided to the Resident. Resident agrees to comply and cooperate with UCR-HS regarding the prevention, reporting, and treatment of bed bug infestations. Information regarding bed bugs and UCR-HS's treatment protocol is available at the UCR Housing website and is herein incorporated into the housing Contract. Information pertaining to bed bugs is also on the websites of the [United States Environmental Protection Agency](#) and the [National Pest Management Association](#). The suspected presence of bed bugs shall be promptly reported to Resident's Resident Services Office (RSO) or Resident Advisor (RA).
- c. **INFORMATION PRACTICES ACT:** The State of California Information Practices Act of 1977 requires the University and Owner to provide the following information to individuals who are asked to supply information about themselves. The purpose for requesting the information is to process your on-campus housing contract and to provide follow-up record maintenance on housing assignments. UCR-HS and Owner maintains the information. Information will be transmitted to State and Federal governments for inspection if required by law. Individuals have the right to access this record as it pertains to themselves.
- d. A disabled person, for all purposes under this Agreement, shall be provided reasonable accommodations to the extent necessary to provide the disabled person with an opportunity to use and occupy the Premises in a manner equal to that of a non-disabled person. This paragraph shall constitute notice that Resident may at any time during the term or any renewal of this Lease request reasonable accommodation. If Resident requires an accommodation, Resident should contact UCR-HS or Owner to engage in an interactive process with respect to the accommodation request.
- e. **MEGAN'S LAW:** Pursuant to Section 290.46 of the Penal Code, information about specified registered sex offenders is made available to the public via an Internet Web site maintained by the Department of Justice at www.meganslaw.ca.gov. Depending on an offender's criminal history, this information will include either the address at which the offender resides or the community of residence and ZIP Code in which he or she resides.
- f. The University and Owner, in accordance with applicable Federal and State law and University policy, does not discriminate on the basis of race, color, national origin, religion, sex, disability, age, medical condition (cancer-related), ancestry, marital status, citizenship, sexual orientation, or status as a Vietnam-era veteran or special disabled veteran, and any other classification protected by state or federal law. The University and Owner also prohibits sexual harassment. This policy covers admission, access, and treatment in University programs and activities.
- g. The University does not assume coordination or financial responsibilities for Personal Care Assistant (PCA) services. Individuals hired as PCA's and living in campus housing, including enrolled students, remain personally responsible for housing and required dining costs, and are held personally accountable to the Student Code of Conduct and all other University policies.
- h. In accordance with the requirements of the Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act of 1998, you are entitled to request and receive a copy of The UC Riverside Campus Security and Crime Report. You may receive a copy of this report by visiting the UC Riverside Chief Compliance Office website (<https://compliance.ucr.edu/clery-act-compliance>) or by contacting calling (951) 827-4311.

29. CERTIFICATION

Resident certifies the following:

- a. Resident agrees that a misrepresentation by Resident in this certification is grounds for termination.
- b. The application filed in connection with the Contract is true and correct.
- c. The Resident has read, understands, and agrees to comply with the terms and conditions of this Contract, [Housing Resident Conduct Policies](#), as well as policies applicable to all University students as specified in the [UC Policies Applying to Campus Activities, Organizations and Students \(PACAOS\)](#), and Resident hereby acknowledges access to a copy of same.
- d. Resident agrees to pay all costs including court costs and reasonable attorney's fees, incurred by UCR-HS or Owner in the collection of any money due under this Contract and/or in the enforcement of any of the terms of this Contract and the most current edition of the [Housing Resident Conduct Policies](#).

The Regents of the University of California represented by:



Robert Brumbaugh
Senior Director, UCR Housing Services

CHF – Riverside I, LLC represented by:

Kim Stanley

General Manager, American Campus Communities

All information provided by the Resident is part of a legal binding Contract. By submitting this Contract, Resident confirms and understands the following:

- Resident is of legal age or capacity to enter into a binding contract OR has alternatively submitted a Parent/Guardian Guarantee Form to UCR Housing Services.
- The terms and conditions set forth, as well as the information provided in the additional steps of the Contract process, constitute a legal binding agreement between the Regents of the University of California and the Resident and/or CHF – Riverside I, LLC and the Resident.
- Certain electronic channels may not be secure and acknowledges that the University or Owner cannot guarantee the confidentiality of anything delivered online, regardless of the online security the University or Owner has implemented.
- The University or Owner is authorized to consider the Resident's typed full name below as Resident's signature for this Agreement.

Signature: {{Signature}}

SID: {{Student_ID}}

NAME: {{Name_First}} {{Name_Last}}

DATE SUBMITTED: {{Contract_Signed_Date}}