

UW SAREC Congregate Residence User Agreement

The SAREC co-ed Congregate Residence is reserved for use by University of Wyoming students, visiting faculty and staff with a direct connection to SAREC and official College of Agriculture business. Priority will be given to UW students.

1. Please call Ginny Becker at 837-2000, M-F 7:30am – 4:30pm, at your earliest convenience for room availability and arrange to check in.
 - a. We need to know the dates and length of your stay.
 - b. Total capacity is 6 persons.
 - c. Please try to check in and out during normal operating hours to enable us to perform a walk through inspection with you.
2. Please make payment arrangements prior to check in.
 - a. We will accept cash or check.

	Daily Rate		Weekly/Monthly Rate	
	2 Twin Bed Room	1 Double Bed Room	2 Twin Bed Room	1 Double Bed Room
University Students	\$8.00	\$12.00	\$40.00/\$120.00	\$60.00/\$180.00
University Faculty/Staff <u>and</u> their guests	\$15.00	\$20.00	\$75.00/\$225.00	\$100.00/\$300.00
Other Government Entities	\$24.00	\$32.00	\$120.00/\$360.00	\$160.00/\$480.00
Others approved by SAREC Director of Operations	\$30.00	\$40.00	\$150.00/\$450.00	\$200.00/\$600.00

3. Residence and Room key charge, if not returned, is \$20.00 each.
4. No Pets.
5. No Smoking.
6. No Alcohol.
7. No illegal activities will be tolerated.
8. Fully equipped kitchen: oven, microwave, refrigerators, toaster, dishwasher, coffee maker, etc.
 - a. Please rinse dishes before putting them in the dishwasher and run the dishwasher when full. Please wash non-dishwasher items and put them away after use.
 - b. Please wipe off the stove top and counter tops after every use.
 - c. Please wipe out microwave after every use.
 - d. Please keep the refrigerator clean.
 - e. Please label your food.
 - f. Throw away unwanted food. Do not leave unwanted items in the refrigerator.
 - g. Please sweep the floor daily.

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- h. Cleaning supplies are under the sink.
 - i. Please launder the kitchen towels, etc., before leaving.
 - j. Place any garbage or trash in the dumpster as needed and empty all trash before leaving.
9. Two co-ed bathroom facilities
- a. If you have a long term stay, please clean the bathroom and sweep at least weekly and before you check out. If you have a short term stay, please clean the bathroom and sweep before you check out.
 - b. Cleaning supplies are under each bathroom sink.
 - c. We do have towels and wash cloths if needed. You are responsible to launder them and put them back in the storage closet if you use them.
10. One congregate living room
- a. Please vacuum rugs and sweep at least weekly or if you have a short stay, before you check out.
 - b. Please be considerate of the wants/needs of others in regards to the television and VCR/DVD.
11. Four bedrooms
- a. Please note the rate schedule. If you reserve a room with two twin beds, be aware that if demand is high, you may have a roommate.
 - b. Please vacuum at least weekly, or if you have a short stay, before you leave.
 - c. We do have linens available if needed. You are responsible to launder them and to make the beds before leaving if you use them.
12. Laundry room
- a. Please use common sense when operating the washer and dryer.
 - i. Do not overload
 - ii. Please soak heavily soiled clothing and coveralls before laundering! Remember, this is where you will wash your clothes and towels.
 - b. Please use common sense when operating the vacuum. Change the bag if needed. Do not try to vacuum rocks, seeds or mud clods.
13. General Items:
- a. Please be considerate of your neighbors. Respect the rights of others.
 - b. Please turn lights and appliances off when not in use.
 - c. Please maintain the thermostat at 72 degrees.
 - d. Empty trash as needed and before checkout.
 - e. Long term stays are subject to periodic walk thru by SAREC office personnel.
 - f. Please inform the SAREC office if something is out of order, broken, leaking, etc.
 - g. Please inform the SAREC office if conditions are not up to par WHEN YOU ARRIVE. Waiting until you check out is not acceptable, and may result in you taking responsibility.
 - h. Renters are responsible for the conduct and damages caused by any guests they may have.

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- i. Please remove shoes in the entry room before entering the residence.
- 14. Failure to follow the above guidelines or cooperate with fellow renters may result in termination of your stay and denial of future reservations.
- 15. Any damages beyond routine wear and tear will result in fines up to the equivalent of replacement charges.
- 16. Cleaning fee equivalent to \$20.00 per hour will be assessed if residence is left unclean.
- 17. **Please Note: There is NO telephone in the congregate residence.**
- 18. **Please Note: There is only WIRELESS internet available in the congregate residence.**

_____ (renter)

_____ (date)

_____ (UW)

_____ (date)