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.

<table>
<thead>
<tr>
<th></th>
<th>Daily Rate</th>
<th>Weekly/Monthly Rate</th>
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<tbody>
<tr>
<td></td>
<td>2 Twin Bed Room</td>
<td>1 Double Bed Room</td>
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<tr>
<td>University Students</td>
<td>$8.00</td>
<td>$12.00</td>
</tr>
<tr>
<td>University Faculty/Staff and their guests</td>
<td>$15.00</td>
<td>$20.00</td>
</tr>
<tr>
<td>Other Government Entities</td>
<td>$24.00</td>
<td>$32.00</td>
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<tr>
<td>Others approved by SAREC Director of Operations</td>
<td>$30.00</td>
<td>$40.00</td>
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</tbody>
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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.
   b. Please wash non-dishwasher items and put them away after use.
   c. Please wipe off the stove top and counter tops after every use.
   d. Please wipe out microwave after every use.
   e. Please keep the refrigerator clean.
   f. Please label your food.
   g. Throw away unwanted food. Do not leave unwanted items in the refrigerator.
   h. Please sweep the floor daily.
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)