Sansom Place Storage Contract

Current graduate residents of Sansom Place who are retaining residence for the 2015-2016 academic year, in a Single Apartment-1BR/LR/Kit or a Single Room-1BR/shared bathroom, are eligible to store belongings in their room or apartment while not living there over the summer. Students will not be able to re-enter the room after their move-out date and time. The storage charge is $300 fee for the summer. Residents who elect to store belongings in their space will not receive summer housekeeping; however, annual preventative maintenance will occur (air filter replacement and pest management). The University shall not be liable for any damages to or loss of personal property in the room or common areas. All valuable, such as computers and other electronics, should be removed from the room and taken with the student. Students are strongly advised to purchase insurance coverage for their personal belongings.

The dates for this arrangement include:

**Sansom West:** May 31 (or the date the resident checks out) through August 22, 2015

**Sansom East:** June 30* through August 22, 2015

*a resident may apply for early termination and move-out as early as June 1.

Fall move-in begins August 22, 2015. Early arrival is available beginning August 16 and rent will be charged for each additional day in residence.

Belongings must be moved from the corners and outer walls of the room so that preventive maintenance can occur without obstruction. All participating rooms will have the locks changed to a restricted core and if the resident needs to move in prior to August 16 2015, a request must be made in writing. If approved an additional $150 fee will be charged to the student, in addition to rent, to accommodate the individual request.

In order to enroll in this program, a resident must submit the signed contract to the Housing Assignments Office by April 29, 2015 (the last official day of classes). Once approved, the resident must schedule a check-out appointment with the Sr. Residential Services Manager on the business day closest to the resident's move-out date. During the check-out appointment, Residential Services will be verifying that your belongings are moved away from the corners and walls of the room, all perishable food is discarded, any refrigerators are cleaned out, and that the apartment is clean and orderly.

Residential Services will communicate regarding anticipated room entries or emergencies via email. Residents should check their preferred email address frequently throughout the summer months.

If a resident chooses to cancel this storage contract prior to the restricted core installation, there will be no penalty. If cancellation occurs after the restricted locks are installed, the resident will be billed the entire storage fee, $300.

Any resident cancelling their room assignment while their belongings are in storage in their room will have one week from the date cancellation is received to remove their belongings. The appropriate cancellation fee will be changed according to the Terms and Conditions of occupancy. The storage fee will not be prorated or refunded.

**Staff / Student of Record Please Complete Below Information**

I have read and agree to the terms of the Sansom Place Storage Contract

Print Name __________________________ PennID# _______________

LAST                        FIRST

Building _________ Room _____ Anticipated Move-Out Date _________________

Signature________________________ Date________________

**OFFICIAL USE ONLY**

__________________________________________
Signature of Residential Services Staff Member  Date Form Received

Housing Assignments Office * 3702 Spruce St. * Stouffer Commons * Philadelphia, PA 19104-6027
Phone: (215) 898-8271 * Email: living@exchange.upenn.edu

Last Updated 2/18/2015