Sansom Place Storage Contract

Current graduate residents of Sansom Place who are retaining residence for the 2019-2020 academic year, in a Single-1BR/Shared bath, Single-1BR/LR/KIT apartment, or Grad Plus apartment, are eligible to store belongings in their room or apartment while not living there over the summer. Students living in a Double-2BR/KIT apartment may participate if both residents are retaining their room for next year and vacating their room during the summer. Students will not be able to re-enter the room after their move-out date and time. The storage charge is $150 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 valuables, 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 June 30 through August 18, 2019. A resident may apply for early termination and move-out as early as June 1 and participate in the program. Sansom Storage is not available for residents with move-out extensions beyond June 30. Fall move-in begins August 24, 2019. Early arrival is available beginning August 18 and rent will be charged for each additional day in residence. If the resident needs to move in prior to August 18, 2019, a request must be made in writing to living@upenn.edu. If approved an additional $200 fee will be charged to the student, in addition to rent, to accommodate the individual request.

Belongings must be moved from the corners and outer walls of the room so that preventative maintenance can occur without obstruction. All perishable foods must be discarded and any refrigerators must be cleaned out. In Single-1BR/Shared bathe units, all belongings must be removed from the bathroom. Your room must be clean and orderly. All participating residents must officially check out of the room for the summer at the Sansom East information center and return the key. All participating rooms will have the locks changed to a restricted core.

To enroll in this program, a resident must submit this signed contract to the Housing Assignments Office by May 1, 2019 (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, that all perishable food is discarded, that any refrigerators are cleaned out, and that the apartment is clean and orderly. If Residential Services finds that your room does not meet the requirements of the program, you will be asked to immediately implement the necessary changes before you leave. 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, $150.

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 charged according to the Terms and Conditions for University Housing. 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@upenn.edu

Last Updated 3/21/2019