**THIS CONTRACT** is entered into by and between The Board of Trustees of The University of Alabama, for and on behalf of The University of Alabama in Huntsville ("UAH" or "University") and the undersigned student ("you"). This contract is subject to the terms and conditions set forth below and all other regulations for housing (such as the Housing Rules and Guidelines contained in the UAH Guide to Residence Living and for conduct generally (such as are contained in the UAH Student Handbook). In signing this contract, you are indicating that you have reviewed a copy of the current Residents’ Handbook.

This document becomes legally binding when signed by both you and UAH. Your signature is an acknowledgment that you have read and understand the terms and conditions of your occupancy as set forth in this contract and that you will carry out all the obligations placed on you herein.

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**A. ASSIGNED SPACE**

UAH will provide and assign you a space in University Housing for your occupancy as a residence. You are not, however, being given a right to any specific residence unit or accommodation by this contract. UAH will also furnish utilities, a private phone line, basic cable television and internet connection to your assigned space ("space").

**B. CONTRACT PERIOD**

1. If you have been assigned a room for the entire academic year, the term begins Fall semester and continues through 12 hours after midnight of the day on which your last regular examination is scheduled Spring semester. Even though you may not receive a room assignment and/or take occupancy until after Fall semester begins, your contract and payment obligations will extend for the full contract term.

   a. If you have been assigned a room for a nine-month period, you are allowed to remain in your room for both the fall/spring semester break and spring break.

   b. If you have been assigned a room for a twelve-month period, the term begins Fall semester and continues through 12 hours after midnight of the day on which your last regular examination is scheduled Summer semester.

2. This contract will automatically terminate at the end of the contract period. If you submit a housing application update with a $100 commitment fee to UAH Housing for a renewal term by the application deadline, and you are reassigned to the same exact space, you may be able to remain in University Housing during semester break. Otherwise, you will be expected to move out on or before the contract period ends and then return to UAH Housing on the scheduled move-in day.

**C. ELIGIBILITY**

1. Except for registered guests of UAH, residence in UAH Housing is limited to students who are admitted and who are in good standing (not on academic or disciplinary suspension).

2. You must also be currently enrolled and registered for at least one credit course at UAH or participating in the Cooperative Education program. If you are taking credit courses at another college/university, you must not be registered for more credit course hours there than UAH. You must satisfy these requirements throughout the contract term and promptly inform University Housing of any changes in your status that may affect your eligibility.

**D. PAYMENT**

1. You agree to pay UAH the rental and meal charges specified in your room assignment letter. UAH may change its rental and meal rates at any time. New rates shall apply to this contract beginning the first semester after such rates are adopted. If utility usage is excessive, you may also be required to pay a utilities charge.

2. Once you sign this contract and receive keys to your space, you are financially responsible for full room rental and meal charges for the entire contract term, whether you occupy the room or not, unless you follow the procedures below for canceling the contract.

3. Rental and meal payments shall be made on or before the date classes begin each semester, as published in the UAH Timetable of Classes. If you do not receive a room assignment until after classes begin, your rent and meal charges must be paid before you receive room keys.

4. Payments are to be made by mail or delivery to the Cashier’s Office, Suite 123, Student Services Building UAH, Huntsville, Alabama 35899. A late fee will be assessed for payments not received on time. The amount of the late fee is specified in the UAH Timetable of classes.

**E. COMMITMENT FEE**

1. You have paid a $125 housing application fee to UAH. Twenty-five dollars of that fee is not refundable. The remaining $100 will be held in your account as a deposit securing your obligations under this contract.

2. A refund of the $100 commitment fee may be made if you are denied admission to UAH or if UAH is unable to provide you a room assignment. If you are provided a room assignment, your commitment fee will be applied to the rent for the last semester in your contract.

**F. USE OF SPACE**

1. You are to use and occupy the space exclusively as a personal residence. Any other use, such as a use in connection with operating a business, is prohibited unless you first obtain the written approval of the Director of Housing and Greek Life.

2. You agree to keep your space in a clean and sanitary condition. You are also to exercise due care in using the space, its appliances and furnishings, and other UAH property. At the end of your occupancy, you must turn your space back to UAH in as good order and condition, beyond normal wear and tear and including general cleanliness, as it was in the beginning. You will be liable for the cost of any cleaning and/or repair made necessary by your failure to maintain your space in accordance with this provision.

3. You will be expected to assist and cooperate with UAH in maintaining your space. As a part of this duty, you must promptly notify the Housing Office about any breakage, damage, or need for repair in the space, including its appliances and furnishings.

4. Out of respect for the rights of others, you must not do anything in your space or elsewhere in UAH Housing that may unreasonably disturb others or interfere with their right to peace and privacy.

5. You may not rent or attempt to assign your space to another.

6. In using your space and other UAH Housing areas, you must strictly comply with all governmental laws, ordinances, and regulations and all UAH rules and regulations, existing and future.
7. You will be responsible, financially and otherwise, for the conduct of anyone you invite or permit to come into your space. Any violation of the provisions of this contract by such person will be attributed to you and will be grounds for UAH to cancel this contract. Specific policies concerning guests may be found in the Residents’ Handbook.

G. PERSONAL PROPERTY
1. You are solely responsible for the care and safekeeping of all personal property you or your guests bring into your space. UAH shall have no responsibility whatsoever for any theft or loss of, or damage to, such property. You are encouraged to purchase appropriate insurance for your property.

2. Any personal property that you or your guests leave in your space after you have checked out will be considered abandoned. At your expense, UAH may move the items into storage immediately and, if not claimed by you or your authorized representative within 10 days, dispose of them as it sees fit as abandoned property.

3. UAH shall have a lien upon all your personal property in the space to the extent of any rental charges, damages, or other amounts owed to UAH under this contract. UAH may, to enforce this lien, take possession of the property and sell it, at public or private sale, on any terms acceptable to it. Net sale proceeds shall first be used to pay the necessary expenses of removing, storing, and selling the property and then applied to your debt to UAH.

H. CANCELLATION BY YOU
1. You may cancel this contract effective at the end of a semester, and be released from your obligations under this contract for the following semester, for any of the following reasons:
   a. You officially withdraw from UAH.
   b. You do not register and enroll for credit courses at UAH for the next semester.
   c. You graduate from UAH.
   d. You are academically suspended from UAH.

   To cancel under this provision, you must file a completed and approved Notice of Intent to Vacate form with UAH Housing no later than 15 days before your last final examination for the semester. Failure to do so may result in your continued liability for rental and meal charges for the full contract term.

2. You may qualify for a prorated refund of advance rental and meal charges paid for the current semester if you officially withdraw from UAH during that semester. The refund is determined by the date of your official check-out of your space, using the following schedule:
   a. 66% refund - check-out during 1st week of semester.
   b. 33% refund - check-out during 2nd week of semester.
   c. No refund if check-out occurs after 3rd week.

2. You must complete the required check-out procedure, regardless of the reason for your cancellation. Failure to do so may result in your continued liability for all rental charges until the end of the full contract term.

I. CANCELLATION BY UAH
1. UAH may cancel this contract and your occupancy under it for any of the following reasons:
   a. You misrepresented any important fact in your housing application or otherwise in connection with your occupancy.
   b. You cease to be eligible for UAH Housing.
   c. You fail to timely pay your rent, meal or other charges.
   d. You fail to carry out any obligation of this contract, including the Housing Rules and Guidelines in the Residents’ Handbook.

   When canceling under this provision UAH shall give you 24 hours written notice. After 24 hours UAH shall have the right to enter your space and take possession of it. You will not receive any refund of advance rental charges or commitment fee paid.

2. UAH shall also have the discretionary right to cancel this contract and your occupancy under it at any time, without having to state a reason, by giving you 30 days advance written notice. You will be entitled to a prorated refund of advance rental and meal charges paid and, if you otherwise qualify, of your commitment fee.

3. You must comply with check-out procedures for any cancellation under this provision.

J. CHECK-OUT REQUIREMENTS
1. You need to do the following to properly check-out:
   a. Provide the Housing Office written notice of your intent to vacate and your forwarding address.
   b. Remove all personal belongings from your space.
   c. Leave your space, including appliances and furnishings, clean and in good condition as required by this contract.
   d. Return your keys to the Housing Office.
   e. Cooperate with Housing Office staff in completing an inspection of your space.
   f. Submit an address change form to the U.S. Post Office.

2. If you fail to properly check out you will be required to pay UAH an administrative fee of $100 in addition to any other charges you may be obligated to pay under this contract.

3. If you do not check out by the end of the contract term, a rental charge, prorated on a weekly basis, may be assessed until the check-out process is completed.

K. NOTICES
1. A written notice to the Housing Office required or permitted under this contract shall be considered given and effective only when actually received at the following address: Housing and Greek Life, 601 John Wright Dr., Huntsville, Alabama 35899. Notices sent to or received from any other UAH office will not be sufficient.

2. Notice(s) to you may be mailed to the address of your space, delivered to you there, or firmly attached to the door of your space.

L. MISCELLANEOUS
1. If any part of this contract is found to be unenforceable by a court, the remaining parts shall continue in full force and effect.

2. No act or failure to act by UAH, whether concerning its rights or your obligations, shall be a waiver of any kind. To be effective, a waiver must be written and be signed by a UAH representative.

3. You agree to pay the University’s reasonable attorney's fees and other costs incurred in the enforcement of this contract.

4. You absolutely release and absolve UAH from, agree to indemnify UAH against, and agree not to sue UAH for, any and all liabilities, losses, claims, demands, actions, debts, and expenses of every name and nature for injury to property or for personal or bodily injury (including any resulting in death) or other damages sustained by any person(s) from whatever cause. This provision shall be applied for the benefit of The Board of Trustees of The University of Alabama and its officers, employees, and agents.

5. This contract is the only agreement between the parties regarding UAH Housing and replaces any prior oral or written understandings or representations. Any agreements not a part of this contract are void.

6. No amendment or other modification of this contract shall be effective unless written and signed by you and UAH.

7. This contract and all matter relating to it shall be interpreted and governed by the law of the State of Alabama.

8. The current Residents’ Handbook is incorporated by reference into and made a part of this contract, and you agree to be bound by its provisions.