2015 Summer Intern Housing Program
COMPLETE HOUSING APPLICATION
AND CONTRACT

A follow-up call is needed to confirm receipt of application by UNM Residence Life. Applications should be mailed to:

Residence Life and Student Housing
Attn: Rebecca Colón – Summer Intern Program
2700 Campus Blvd. NE
Albuquerque, NM 87106

Before signing agreement to the housing application and contract, make sure that you have read and that you understand the Summer Intern Housing Program Information sheet and Terms and Conditions. Questions can be directed to Rebecca Colón at 505-277-2660. This publication may be made available in alternate format upon request.
Summer Intern Housing Program
2015 APPLICATION AND CONTRACT
(Please print in ink)

All payments applicable to your stay with us are due with this application. Payments can be made via check or money order, and should be made payable to UNM Residence Life. One check or m/o for all payments is preferable.

Please check all boxes that apply:
☐ I have included the $50.00 non-refundable Application Fee with my application
☐ I have included the payment for a membership to Johnson Gym: ☐ $25.00 - 1 month ☐ $40.00 - full summer
☐ I have included complete payment for the full amount of charges due with my application

Institution with which you have an Internship
Phone

ADDRESS

Last Name (Use legal name)  First Name  Middle Initial
☐ Male  ☐ Female

Mailing/Billing Address

City  State  Zip  Country
Age: 

Home Phone Number  Cell Phone Number

EMERGENCY CONTACT INFORMATION
Per federal regulations, you are required to identify a confidential contact person whom the University of New Mexico will notify in the event that you are missing. The contact person you designate may be your parent(s), guardian or someone else. The name of your contact person will be kept confidential and disclosed only to authorized campus officials and law enforcement. If you are reported missing, local law enforcement will be notified as will the contact person you designate. If you are under 18 years of age, the University must notify your parent(s) or guardian that you are missing as well as any other contact person who you designate.

Name (Parent, Guardian, Other)

Street Address (must indicate a physical address – no PO Boxes)

City  State  Zip  Country

Home Phone Number  Cell Phone Number

☐ Do not release my name/contact information to my prospective roommates.
☐ I have been charged with or convicted of a felony. If yes, please contact Rebecca Colón at 505-277-2660.
List any special need/disability pertinent to your assignment: 

OFFICE USE ONLY

Date: ____________________
$50 App. Fee ____________
Room charges: ____________
Gym Membership: ____________
Total Amount Paid: ____________
Check/MO#: ____________________
By: ____________________
**CONTRACT INFORMATION**

All 2015 summer housing will be in the Student Residence Center Apartments. Residents must check out by the end date of their summer contract as indicated below. All contracts are a minimum of 4 weeks at $150.00 per week. As there are no partial weeks, residents who check out mid-week will still be charged for the full week. Check-ins are on Sundays and check-outs are on Saturdays. The first week, check-ins will begin on Friday, May 15th at no extra charge.

☐ **Contract start date:** (Select one)

- □ May 15
- □ June 7
- □ June 28

☐ **Contract End Date:** (Select one)

- □ June 13
- □ July 4
- □ July 25

_________ Number of weeks selected at $150.00 per week = $_________

**ROOMMATES**

RLSH will only honor mutual roommate requests. Requests will be honored based on dates of contract and space availability.

1. 
   - **NAME**
   - **INTERNSHIP PROGRAM**

2. 
   - **NAME**
   - **INTERNSHIP PROGRAM**

3. 
   - **NAME**
   - **INTERNSHIP PROGRAM**

4. 
   - **NAME**
   - **INTERNSHIP PROGRAM**

5. 
   - **NAME**
   - **INTERNSHIP PROGRAM**

**CONTRACT AGREEMENT**

I understand that when I sign this form it becomes a binding offer to contract for residence hall for the Contract Term indicated. I also understand that, if and when I receive written notice of an assignment from UNM, it becomes a binding housing contract for the Contract Term indicated. I understand that UNM might not approve this application. The applicable rate will be that as provided by UNM at the time of my assignment. If there is an increase in excess of 10 percent over the previous year, I will have the right to reject the contract within ten (10) days of receipt of the assignment notice. I have read and accept that the UNM Summer Intern Housing Program Terms and Conditions are fully a part of this application and contract. If this application is accepted by UNM and therefore becomes a binding contract, the terms and conditions will be part of the contract. NOTE: If you are under the age of 18, guarantor, parent, or legal guardian signature is also required.

<table>
<thead>
<tr>
<th>Print Resident Name</th>
<th>Resident Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Print Parent/Guardian Name (if under 18 years of age)</td>
<td>Parent/Guardian Signature</td>
<td>Date</td>
</tr>
</tbody>
</table>
Summer Intern Housing Program
Terms and Conditions
UNM RLSH Application and Contract

ELIGIBILITY: All student interns must be registered for an internship that directly correlates to the pursuit of their educational degree. Exceptions to these eligibility requirements may be granted by the UNM RLSH Office in its sole and absolute discretion.

1. NON REFUNDABLE APPLICATION FEE: The UNM residence hall application will not be considered without payment of the non-refundable application fee. The non-refundable application fee shall not be refunded to the student.

2. TERM: The term of this agreement is ONE APPLICABLE SUMMER SESSION FOR ROOM.

3. RATES: Room rates are published by the UNM RLSH Office Summer Intern Housing Information Sheet which is made a part of the on-campus student housing Summer Intern Housing Program application and contract.

4. ROOM ASSIGNMENT: Insofar as space allows, consideration will be given to an applicant’s choice of residence halls. Residence hall space is first reserved for students returning to the hall from the previous spring semester. The remaining space is reserved for new residents in the order of receipt of application fee, as further described in the Rates & Payments Schedule. Student room assignments will be furnished upon arrival and check-in for the applicable summer session.

5. FAILURE TO OCCUPY ASSIGNED ROOM: Occupancy begins and ends on the published residence hall operating dates. Residence hall reservations must be claimed by 5:00pm on the start date of your contract. Failure to claim the space by such a time shall constitute an automatic termination of the contract, and a $200 No Show Fee will be applied per the Summer Intern Housing Information Sheet.

6. AMENITIES: UNM RLSH provides housekeeping services for cleaning and sanitation of public areas only. Students are required to keep their living areas clean, safe and sanitary. Each resident must furnish his/her own pillow, blanket, personal towels and bed linens. UNM RLSH furnishes each resident a bed, chest of drawers, desk, chair and closet space. In the residence hall apartments, furniture is also provided for the shared living area and kitchen/dining space. An optional Linens Exchange Program is available at an additional charge.

7. PARKING: Parking permits are required for on campus parking and must be purchased through UNM Parking and Transportation Services.

8. TERMINATION: The following shall govern termination of this agreement.

   a. By UNM: UNM RLSH Office may terminate this agreement at any time and take possession of resident’s room: if resident fails to make any payment when due; for breach of this agreement; if resident fails to take occupancy by 5:00pm on the first day of their contract; as a consequence of any disciplinary action against the student; or, for violation of any law, ordinance, or regulation, located in the Residence Life and Student Housing Living Guide and/or in University policy.
b. **By Student:** Resident may terminate this agreement at the beginning of the applicable summer session by delivering written notice of termination to UNM RLSH Office for the following: 1) If such notice is received prior to their first day of contract, any room and board payments received will be refunded to resident, less a cancellation charge as specified in the Summer Intern Housing Information Sheet. 2) If such notice is received after the first date of contract, resident shall be liable for a contract release charge as specified in Summer Intern Housing Information Sheet.

9. **CHECK-OUT PROCEDURES:** Upon the expiration of this contract, the resident must vacate his/her room no later 5:00 pm on their scheduled check-out date. Upon the expiration or early termination of this agreement, resident shall follow the check-out procedures as outlined in the UNM RLSH Community Living Guide. Failure to do so will result in an improper check-out fee of $100.00. If resident fails to remove his/her personal property from the residence hall upon the expiration or termination of this agreement, UNM RLSH may remove the belongings and any such items will be disposed of by UNM RLSH Office.

10. **INFORMATION DISCLOSURE:** The UNM RLSH Office will make resident’s telephone number and address available unless instructed otherwise in writing by student.

11. **REGULATIONS:** Resident shall observe all laws, regulations, ordinances and University policies. University policies governing residence hall living are contained in the UNM RLSH Community Living Guide, which shall be provided to resident upon check-in to the residence halls. Resident acknowledges and unconditionally agrees that: (a) the University shall have the right to inspect all rooms, without prior notice or consent, if necessary for inventory, fire protection, sanitation, health, safety, maintenance, or policy enforcement; (b) the University may control, by medical direction, the use of rooms in the event of an epidemic; (c) the University has the right to vacate a resident’s living area and to require resident to move to other residence hall accommodations; (d) the University has the right to require non-disabled assignees of space adapted or designated for use by the disabled to move to other campus accommodations.

12. **LIMITATION OF UNIVERSITY LIABILITY:** In addition to any other right, limitation or provision available to the University, resident agrees that the University shall not be liable for any failure, delay, or interruption in performing its obligations due to causes or conditions beyond its control, or which could not be prevented or remedied by reasonable effort and at reasonable expense. Neither the University nor its regents, officers, agents, or employees shall be liable for the loss, theft, disappearance, damage, nor destruction of any property belonging to, used by, or in the possession of any resident, no matter where such property may normally be kept, used, or stored.

**DAMAGES:** Resident is responsible for any University property missing from his/her room or damaged beyond normal wear and use. Residents, individually or as a common group, may also be responsible for any University property missing or damaged from his/her residence hall community common spaces if no responsible individual is identified.

Rev. 10/31/13