

MAPLEWOOD HORSE INDUSTRY TRAINING PROGRAM

HOUSING CONTRACT

Living on-site at Maplewood Stables Inc., is a privilege and is treated as such. Expectations of community living include but are not limited to sharing and negotiating the use of space with others, treating others with respect, communicating with roommates and cooperating with all staff and policies. Students found to be in violation of community living expectations will be dealt with accordingly.

Parties

This Contract is made by, and between, the Maplewood Stables, Inc., (also referred to as Maplewood), and the student (referred to as The Resident). Maplewood and The Resident, in consideration of the terms and conditions stated in this document, do hereby agree to abide by this contract.

The Resident agrees to pay all fees specified, to observe all rules and regulations of Maplewood and to abide by Maplewood's publications/policies, this contract and any addendum. A fee of \$50/month will be charged for professional cleaning, and a \$300 security deposit for damages must be paid before occupancy will be granted.

Occupancy of any room is limited to the resident(s) assigned to that room. A resident who has contracted with Maplewood for on-site housing may not sublet, loan, assign or transfer the contract to another person. Only contracted residents may occupy the dorm room. **Overnight guests are limited and never of the opposite sex.**

Rules/Regulations

Liability/Responsibility for Personal Property - Maplewood assumes no legal obligation for damage, theft or loss of personal property. The Resident is responsible for protecting and securing any personal property located within any on-site building or premises and is encouraged to obtain appropriate insurance.

Writing, vandalism and alterations to any building is prohibited. If damages to the exterior surface of a room, door or wall occur due to vandalism, The Resident(s) must inform a staff member of the incident within 24-hours. This will enable The Resident to contest responsibility for the charges. If damages occur to common areas within buildings, such as lounges, bathrooms, lobby areas and responsibility cannot be ascertained, the damage charge can be assessed equally among the residents in the building.

The Resident agrees that no alterations, repairs or modifications will be made to the permanent structure and fixtures of the room, including but not limited to: walls, doors, furniture, bathroom facilities, windows, and other equipment in the room. Painting of rooms, apartments or any common area is prohibited.

The Resident assumes responsibility for the daily care and cleaning of the room/building and its furnishings, and for maintaining acceptable sanitation and safety conditions. Periodic cleanliness (Health and Safety) inspections will be made.

Alcohol - Common source alcohol containers and paraphernalia (kegs, beer balls, funnels, etc.) are prohibited. Open containers and/or consumption of alcohol in public areas (bathrooms, hallways, outside, etc.) is prohibited. The abuse of alcohol as well as public intoxication, regardless of age or where it was consumed, is a violation of this agreement. Underage consumption of alcohol is prohibited. Violations are subject to judicial action, which could include removal from housing, and suspension or expulsion from Maplewood.

Drugs - The use, possession and/or distribution of controlled substances including narcotics and illegal drugs, as defined by state and federal laws, is prohibited. Drugs or drug-related paraphernalia will be confiscated and reported to authorities, resulting in judicial action which could include; removal from housing, and suspension or expulsion from Maplewood.

No Smoking - No smoking is permitted in resident rooms or in any public or common areas at Maplewood, including bathrooms, elevators, stairwells and hallways. A cleaning charge of \$200 will be imposed to violators of this policy.

Room Entry/Inspection - Maplewood will strive to respect the privacy of The Resident. A goal of Maplewood is to preserve the health and safety of The Resident while maintaining an environment that facilitates safety and education. At times it may be necessary for Maplewood staff to enter a student's room or for Maplewood staff to escort non-Maplewood personnel to a dorm room or apartment. Reasonable efforts shall be made to notify The Resident(s) in advance of any entry. Staff members will not enter a student's room without consent of a resident except as follows:

- (a) Repairs, maintenance, building systems and building support inspections, facility improvements;
- (b) Recovery of Maplewood-owned property not authorized for use in the assigned space;
- (c) Fire, health and safety, and cleanliness inspections made periodically, as well as at all closing/vacation periods;
- (d) When there is reliable information that an emergency exists (including but not limited to fire, accidents, sickness, or danger to the health and welfare of residents); and
- (e) When there is reliable information that a Maplewood policy is being violated.

Maplewood reserves the right to remove any items not in conformity with its policies.

Fire Safety - Residents found in violation of the following fire safety stipulations not only put themselves at risk but also jeopardize the safety of the entire community. **Candles/Incense** – Candles and/or incense are prohibited in all housing. Residents found responsible for burning candles and/or incense may be removed from on-site housing. **Failure to Evacuate** - Immediate evacuation when an alarm sounds is mandatory and re-entry into a building before an alarm is silenced or staff authorization is given is prohibited. **Fire Safety Equipment** - Arson, the setting of fire, tampering with, or misuse of fire safety equipment (including automatic door closures, smoke detectors, sprinkler heads, fire-alarm systems, fire-fighting equipment, or building security systems), including the covering or removal of smoke detectors, is illegal and prohibited. **Other Fire Hazards** - Tapestries and/or room decorations affixed to or suspended from the ceiling are prohibited. The use of extension cords or multi-receptacle outlets with the exception of UL listed power strips with surge protectors is prohibited. UL listed power strips must be plugged directly into the wall.

Firearms, Weapons and Dangerous Devices - The possession of firearms, ammunition, and any weapons including but not limited to knives, bows, guns, BB guns, paint ball guns, soft air guns, slingshots, and launching devices, is prohibited in on-site housing. This also extends to any projectile objects, fireworks, gunpowder and other explosive or potentially dangerous objects used for anything other than their intended use.

General Guest Policies (applicable to all residential areas and facilities) - Anyone not assigned to the specific room/house is considered a guest. All guests must be escorted through the buildings by the resident host. Residents are expected to take reasonable action to prevent guests from violating Maplewood policies. Residents may be held accountable for behaviors and/or damages caused by the resident's guests. Residents should consult with the roommates when inviting guests. Residents must strictly respect the privacy of all fellow residents and fellow residents' right to normal use of their assigned facilities. Guests must be able to identify whom they are visiting, provide a picture ID upon request, and shall be accompanied by their resident host at all times. Maplewood staff members may require guests to leave the premises, as well as deny any residential student the privilege of hosting guests. During special events/periods of time,

Maplewood may further limit the number of guests allowed in on-site housing. Guests are prohibited from bringing alcohol into any housing.

Overnight Guests - Any guest who remains in on-site housing past 12 a.m. is considered an Overnight Guest. No resident will be allowed more than two (2) Overnight Guests at one time (this number can be reduced during special events). Any Overnight Guest requires the approval of the roommate(s). No Overnight Guest may stay more than three (3) consecutive days without the permission of the roommate and the Maplewood Program Director. Persons who have been removed from on-site housing for any reason may not return as Overnight Guests following their removal.

Pets -Pets, including visiting pets, are prohibited in on-site housing. Service and assistance animals, where appropriate, must be approved by the Maplewood Program Director.

Quiet/Courtesy Hours - Quiet hours are times when conversations, music and other noises must be kept at a low level and should not be heard outside of the resident's room. Minimally, quiet hours are from **10 p.m. to 7 a.m. daily**. Residents must observe quiet hours both inside and outside of on-site housing. Courtesy Hours are in effect 24 hours per day. Residents are expected to be considerate of their neighbors during all hours of the day.

Student Name (Printed) _____

Student Signature _____

Date _____

Maplewood Program Staff (Printed) _____

Maplewood Program Staff Signature _____

Date _____