Thank you for choosing Loyola University Chicago for your summer housing accommodations. We look forward to hosting you at our Water Tower Campus in Baumhart Hall (located at 26 East Pearson Street). Our summer 2017 housing for interns runs from the nights of May 28th until August 5th at our Water Tower Campus. We offer a variety of choices for our summer housing. Space can be limited, so we encourage you to make your reservation as soon as possible. If your internship dates require you to arrive earlier/depart later than the above housing dates, limited space is available and requests will be granted on a first-come, first-served basis. If you'd like to make a reservation, please fill out the application attached in this brochure and send it to loyalalodging@luc.edu. After your application is approved, you will receive instructions on how to make your reservation online. Due to the large number of applicants, please allow 72 hours for our office to contact you regarding your inquiry.

We ask that you please read through the following information thoroughly before filling out your application.

**Residential Apartments located Downtown in the Gold Coast Neighborhood**

Apartments consist of two single or double-occupancy lockable bedrooms which share a common living room and kitchen. Each kitchen has full-sized appliances including refrigerator, stove, oven, microwave, dishwasher, and garbage disposal. Basic cable access is available, at no extra charge, in the living room. The beds in the apartments are extra-long twin style beds. Each bedroom includes, bathroom, one desk (with chair) and one dresser, per person. The living room includes a sofa, coffee table, side table, and 2 bar stools at either a dining table or breakfast bar. Access to the Cardio and Yoga Fitness Center (located within the building) is available through a guest pass which can be picked up at the front desk, which we call the At Your Service Desk, when available. Utilities are included, as is a scheduled cleaning of the kitchens and bathrooms in each apartment (every 21 days). A list of items available to rent can be found on the second page of this brochure.

**Housing Options**

♦ **Double-Occupancy Room:**
  Two guests will share one private bedroom within an apartment, each paying the double-occupancy rate. You will share the common living room and kitchen with guest(s) in the adjoining bedroom. In order to place you in a Double-Occupancy Room, you must provide a roommate’s name at the time you submit your application. In addition, the person you indicated must also submit your name. If a roommate is not identified, your application automatically changes to Single-Occupancy status and you will be charged at the Single-Occupancy room rate.

♦ **Single-Occupancy Room:**
  Single-Occupancy Rooms include one bed within a lockable bedroom within the 2 bedroom apartment. You will be sharing the common living room and kitchen with guest(s) in the adjoining bedroom.

♦ **Full Two-Bedroom Apartment:**
  This option includes private use of a full two-bedroom apartment for a maximum of four guests. Pricing is based on the nightly rate of the apartment and your apartment size will be determined based on the number of people signing up at the time of the reservation. (You’ll either have one or two beds per bedroom. You may also have a triple occupancy apartment with two beds in one bedroom and a single bed in the other).
Pricing

<table>
<thead>
<tr>
<th>Residential Housing</th>
<th>Nightly Rate</th>
<th>Cost Based on a 30-day month</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bed in a Double-Occupancy Room</td>
<td>$36.00/per person</td>
<td>$1,080.00/per person</td>
</tr>
<tr>
<td>Single-Occupancy Room</td>
<td>$56.00/per person</td>
<td>$1,680.00/per person</td>
</tr>
<tr>
<td>Full Two-Bedroom Apartment</td>
<td>$100</td>
<td>$3,000.00</td>
</tr>
</tbody>
</table>

Amenities

♦ **Cardio/Yoga Fitness Center:**
  Passes to our Cardio and Yoga Fitness Center located within the building are available at the At Your Service Desk at no charge, when available. You can also reserve a time for a pass to be available making sure that your workout routine stays on track. *There is a two hour time limit when borrowing a gym pass.*

♦ **Laundry Facility:**
  Laundry facilities are available on-site for a charge of $1.25/per load. A laundry card is necessary in order to activate the washers and dryers and the card will be provided to you free of charge. The card can be refilled at the vending machine located in the building lobby and other locations on campus.

♦ **Parking:**
  We offer overnight parking on our Lake Shore Campus for $7 a night. The Lake Shore Campus is approximately eight miles north of the Water Tower Campus and close to an “L” Red line stop and several bus stops. Current pricing for a one-way trip on either mode of transportation is approximately $2.25. For additional information regarding Water Tower parking please visit: http://luc.edu/campustransportation/generalinformation/watertowercampus/

♦ **Wireless/Ethernet Internet:**
  Two wireless internet access codes are free for stays over 30 nights. Each additional code can be purchased for $10. Ethernet connections are available at a cost of $10/device and $25/device for a gaming system for the duration of your stay.

♦ **Baumhart Hotel:**
  For parents interested in visiting their child during the summer, Baumhart offers updated hotel rooms within the building. For rates, amenity information and more, please visit http://luc.edu/conference/housing/guesthousing/

♦ **Items Available For Rent: (Limited Quantities Available)**

<table>
<thead>
<tr>
<th>Item</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plates, Bowls, Silverware, Mugs, Glasses</td>
<td>included</td>
</tr>
<tr>
<td>Pots &amp; Pans, Cooking Utensils</td>
<td>$75</td>
</tr>
<tr>
<td>Bathroom Set: Hair Dryer and Shower Caddy</td>
<td>$40</td>
</tr>
<tr>
<td>Iron with Ironing Board</td>
<td>$30</td>
</tr>
<tr>
<td>Television <em>(Please note cable access is only available in the living room)</em></td>
<td>$125</td>
</tr>
<tr>
<td>Linen: Bath Towel, Hand Towel, Wash Cloth, Bath Mat, Pillow, Blanket, Pillow Case, and 2 Flat Sheets</td>
<td>Included upon request</td>
</tr>
</tbody>
</table>
Location and Safety Information

Baumhart Hall is located at 26 East Pearson Street, in arguably one of the greatest neighborhoods in Chicago—the Gold Coast. Conveniently located two blocks west of Chicago’s historical Water Tower and Magnificent Mile, Baumhart makes traveling throughout the city quick and easy as we’re just two minute walk to multiple CTA bus stops and a Red line “L” stop. Search our address at www.googlemaps.com to get a full view of our exceptional location.

A Campus Safety Security Officer is staffed at the Baumhart front desk 24 hours every day. In order to gain access to the apartments, all residents must swipe in with their assigned room card. For security purposes, guests of residents are required to check in at the front desk and leave a form of ID.

Payment Terms and Requirements

After your application has been approved you will receive instructions on how to make your reservation online. If there is no longer availability at Baumhart, you will be informed that you’re on a waitlist. If you so choose, you will be kept on the waitlist and if lodging becomes available you will be notified. In order to complete your reservation, a $1,500 deposit will be due. The remainder of your balance will be due 72 hours prior to arrival.

You are required to submit a $500 refundable damage deposit. This damage deposit will be refunded to you at the end of your stay as long as there are no damages to the apartment and the apartment is left clean and move in ready (in the same condition as when you moved into it). Any excessive cleaning fees will be deducted from your damage deposit. The damage deposit must be made on a credit card and will only be refunded on the same card. You are also required to submit a certificate of renter’s insurance with at least $100,000 in liability insurance, naming Loyola University Chicago as an additional insured. This can be purchased through an insurance agency such as State Farm, Allstate, Progressive, etc. If you or your parent/guardian has a home owner’s insurance policy, you may also have this claim added onto the policy for the time you’re residing at Baumhart. The damage deposit and certificate of renter’s insurance are both due at least 72 hours prior to arrival and are mandatory for every person in the apartment. If any of the required items are not turned in before your arrival, you will not be checked into your summer accommodations.

Cancellation Policies

If you need to change your reservation to accommodate an earlier check-out date, you must notify us (via e-mail) of your new check out date at least 72 business hours prior to your arrival. If by the end of the summer you decide to check-out early, you will not receive a refund for the nights you didn’t stay.

If for any reason you need to cancel your entire summer lodging reservation, a refund will only be given if your cancellation is made at least 14 days prior to your check-in date. Your deposit will be refunded, minus a $250 cancellation fee. If you cancel your entire reservation within 14 days of check-in, your $1,500 deposit will not be refunded.

If for any reason your stay changes and falls short of 30 nights, your rate will be adjusted to the nightly room rate associated with the number of nights you stayed and will also include the hotel lodging tax (17.4%). A $250 cancellation fee will be deducted, and the rest of your lodging costs
Baumhart Hall Policies

♦ **Guest Policy:**

Please be advised that if you have visitors during your stay with us, they must register with the security guard at the front desk. Your guest’s driver’s license or state ID will be held at the desk while they’re in the building. It is our policy that your guest be accompanied by you at all times. Guests cannot stay longer than 72-consecutive hours, without prior permission from Conference Services Management. You can request permission by e-mailing loyolalodging@luc.edu. If an apartment is shared, roommates and apartment mates must agree upon guests staying overnight.

♦ **Drug, Smoking and Alcohol Policy:**

Residents and guests are subject to Illinois State Law, which prohibits the sale, possession and consumption of alcoholic beverages by any person under the age of 21. No one is permitted to serve alcohol to minors (person under 21 years of age). Alcoholic beverages may only be consumed in the residence halls by guests who are 21 years of age or older and may not be transported or consumed in open view in public or common areas of Baumhart. These areas include lobbies, hallways, stairwells, elevators, suites, lounges and special-use rooms. Alcohol in excess as determined by Conference Services Staff (including, but not limited to kegs of beer) is not allowed in Baumhart. The University reserves the right to allow authorized personnel to enter rooms. When such entry is deemed necessary, the University will seek within all reasonable bounds to protect the occupant’s privacy. Authorized University personnel may remove items that are in violation of federal, state, local, or University regulations. The use or possession of marijuana or any non-prescription drugs on Loyola property violates University policy. Furthermore, smoking is prohibited within Baumhart Hall. If smoking is done in the building by those residing in the apartment or their guests, this will result in cleaning fees, and possible eviction from the property. Please note that cleaning fees start at $125/hour for a minimum of four hours. Smoking is only permitted outside 25’ in front of the building entrance.

♦ **Quiet Hour Policy:**

Daily quiet hours are between 11:00 p.m. and 8:00 a.m.

♦ **Bicycle Policy:**

At no time are bicycles allowed to be brought inside Baumhart or any campus building. This policy includes all students, faculty, staff and guests and includes residence halls, academic and administrative buildings. There is an outdoor bike corral located across the street at the Corboy Law Center. It is strongly advised that you register your bike with Campus Safety, and any theft should be reported to Campus Safety as well. Campus Safety recommends using a Kryptonite Evolution Series 4 U-Lock.

♦ **Apartment-Mate Introduction:**

If you choose the Single-Occupancy option, we will assign an apartment-mate to reside in the second bedroom. This person will also be a summer intern/summer Conference Services guest and will be assigned based on their gender and length of stay at Baumhart. After they are assigned, we will introduce the two of you via e-mail. We hope by doing this you can get to know your summer apartment-mate and you can discuss any “household items” you’ll each be bringing.

♦ **Lockout Policy:**

The first time you’re locked out of your apartment or bedroom, we’ll unlock the door for you free of charge. Each additional lockout will be charged at $50 and you are responsible for paying the fee within 24 hours.
Name: ___________________________________________  Today’s Date: ______________________________

Home Address: __________________________________ City: __________________ State: ___________ Zip: __________

Age: __________________  Date of Birth: __________________________  Gender: __________________________

E-Mail: __________________________________________ Telephone Number: __________________________

University: ______________________________________ Subject of study: __________________________

If you are sponsored by a government/public/private agency that will be paying for your stay, please list the agency along with the contact information for us to speak directly to them. Please note that full payment is due prior to arrival. If your agency will not be able to pay for your stay prior to arrival, lodging may not be approved. If you are paying for your stay privately, leave this blank:

________________________________________________________________________

INTERNERSHIP INFORMATION

Company Name: _______________________________  Position: ______________________________

HR/Manager’s Name: _________________________  HR/Manager’s E-Mail: _________________________

Internship Dates: ____________________________

HOUSING INFORMATION

Please read the attached housing guide for full details before making your housing selection.

Our intern housing runs from May 28th through August 5th. Check-in time starts at 3:30 p.m. and check-out time is by 10:30 a.m. There is a limited amount of space for those interested in arriving earlier or staying later. Please note that you may need to move to a different apartment within the building if you stay earlier or later. Requests will be granted on a first-come, first-served basis.

Arrival Date: ____________________________  Departure Date: ____________________________

Please select your housing type:

☐ Double-Occupancy- $36 per person, per night. This option is only available if you have someone to share the bedroom with. If a roommate is not identified, your application automatically changes to Single-Occupancy status and you will be charged at the Single-Occupancy room rate of $56 per night. Please list your roommate’s name here: __________________________

☐ Single-Occupancy- $56 per person, per night. You’ll have your own private bedroom within a two bedroom apartment. The second bedroom will be occupied by a summer intern/summer Conference Services guest of the same gender who we will assign.

☐ Full Two-Bedroom Apartment- $100 total per night. This apartment has a maximum capacity of four people (up to two per bedroom). The apartment you’re assigned (either one-bed or two-beds per room) will be based on the number of people listed below. Please specify who will be sharing each bedroom:

Bedroom 1: __________________________

Bedroom 2: __________________________

Please note that if you’re listing a roommate or apartment-mate, they must also fill out an application and list you as a roommate as well. We will not pair you up unless both/all guests in the apartment list one another.

~over~
If you're interested in renting any items (or if you're in need of linens), list them here. *For item list, refer to the Amenities section of the Summer Intern Brochure.*

Would you be interested in attending planned excursions such as baseball games, concerts, movies in the park, etc. with other summer interns? Yes ☐  No ☐

Would you be interested in any sort of meal plan if one were available? Yes ☐  No ☐

**RESERVATION & WAITLIST INFORMATION, REQUIREMENTS, AND CANCELLATION POLICY**

After your application has been approved you will receive instructions on how to make your reservation online. If there is no longer availability at Baumhart, you will be informed that you’re on the waitlist. If you so choose, you will be kept on the waitlist and if lodging becomes available you will be notified. In order to complete your reservation, a $1,500 deposit will be due. The remainder of your balance will be due 72 hours prior to arrival.

You are required to submit a $500 refundable damage deposit. This damage deposit will be refunded to you at the end of your stay so long as there are no damages to the apartment and the apartment is left clean and move in ready (in the same condition as when you moved into it). Any excessive cleaning fees will be deducted from your damage deposit. The damage deposit must be made on a credit card and will only be refunded on the same card. You are also required to submit a certificate of renter’s insurance with at least $100,000 in liability insurance, naming Loyola University Chicago as an additional insured. This can be purchased through an insurance agency such as State Farm, Allstate, Progressive, etc. If you or your parent/guardian has a homeowner’s insurance policy, you may also have this claim added onto the policy for the time you’re residing at Baumhart. The damage deposit and certificate of renter’s insurance are both due at least 72 hours prior to arrival and are mandatory for every person in the apartment. If any of the required items are not turned in before your arrival, you will not be checked into your summer accommodations.

If you need to change your reservation to accommodate an earlier check-out date, you must notify us (via e-mail) of your new check out date at least 72 business hours prior to your arrival. If by the end of the summer you decide to check out early, you will not receive a refund for the nights you didn’t stay.

If for any reason you need to cancel your entire lodging reservation, a refund will only be given if your cancellation is made at least 14 days prior to your check in date. You will receive a full refund minus a $250 cancellation fee. If you cancel your entire reservation within 14 days of check in, your $1,500 deposit will not be refunded.

If your stay falls short of 30 nights, your rate will be adjusted to the nightly room rate associated with the number of nights you stayed and will also include the hotel lodging tax (17.4%). A $250 cancellation fee will be deducted, and the rest of your lodging costs (if any) will be refunded.

If there is a situation in which you break University policies or state laws and you are asked to move out of Baumhart, you will not receive a refund.

Due to the high volume of applicants, please allow 72 hours for our office to contact you regarding your application.

*By submitting in this application, I agree to the policies and Terms and Conditions. I have read the Summer Internship Brochure and Application in full, and understand the information.*

*Please e-mail your completed application along with any questions or concerns to loyolalodging@luc.edu or fax to 312-915-6255. We look forward to having you as our guest!*
This Loyola Lodging Housing Facility Agreement (the “Agreement”) is entered into as of the date of this e-mail notice by and between Loyola University of Chicago, an Illinois not-for-profit corporation (“Loyola”), and reservation party (the “Occupant”). In consideration of the mutual benefits to be derived hereunder, the parties agree to the following terms and conditions:

1. **ROOM, FEES, TERM, OTHER PERMITTED OCCUPANTS:**

   Room; Fees. Loyola shall provide the Occupant with a license to use the Room specified on Exhibit A located within a Loyola Lodging facility (the “Room,” and together with such residence hall, including its common areas, collectively, the “Facility”), for the Term (as defined in Section 1.B below) for occupancy by Occupant and the other permitted occupants identified in Exhibit A to this Agreement, if any (as applicable, the “Other Permitted Occupants”), in consideration of the Occupant's payment of the Facility use fees (“Fees”) specified below, and the payment of the other amounts that may be due and payable under the terms of this Agreement, including as set forth in Exhibit A to this Agreement.

   Term. The Occupant shall have the right to use the Room commencing on the arrival date and ending on the departing date (the “Term”).

   Other Permitted Occupants. The Occupant and the Other Permitted Occupants, if any, are the only persons who may occupy the Room. All Other Permitted Occupants must be age 18 or older, unless Loyola provides express approval in writing that a person under age 18 may be an Other Permitted Occupant. No pets or animals are allowed in the Room, except for service animals approved by Loyola and trained to perform tasks or work for the benefit of the Occupant or any Other Permitted Occupants with a disability pursuant to the Americans with Disabilities Act of 1990 (the “ADA”) or other applicable law, or as otherwise required under the ADA or other applicable law. Occupancy Limit. In no event shall more than 2 persons occupy the Room, 4 persons occupy an apartment.

   Services. Clean linens and towels will be provided upon arrival, but not replaced, during the Term, and no Room cleaning service will be provided. If the Term of this Agreement is for a period of 30+ nights, a light cleaning of kitchen (if applicable) and bathrooms will be done. Weekly linen exchanges will be made available. Apart from the foregoing, as applicable, all other cleaning, laundering and other day-to-day upkeep necessary to maintain all Room in a clean and habitable condition shall be the responsibility of the Occupant and any Other Permitted Occupants. Payment of Charges; Non-Refundable Deposit. The Occupant shall directly pay all Fees and other charges due under this Agreement, including, but not limited to the Fees specified in Section I.A above and the charges and taxes set forth in Exhibit A to this Agreement and any additional and other applicable cleaning charges, lost key charges, lock-out charges, damage charges, and taxes. A non-refundable deposit, also set forth in Exhibit A, must be paid when the Occupant returns a signed copy of this Agreement to Loyola. Unless otherwise specified on Exhibit A, the balance remaining due after such deposit shall be paid to Loyola on or before the first day of the Term. The non-refundable deposit and other payments should be made payable to Loyola University of Chicago or, if paid on-line or by wire transfer, in accordance with Loyola's written instructions. If necessary, following the expiration of the Term, a written itemized statement will be sent to the Occupant for any unpaid charges. The Occupant must pay any remaining balance prior to the end of the Term. If the Occupant fails to pay the remaining balance within thirty (30) calendar days of the end of the Term, the Occupant agrees that it will pay a late payment charge of 1.5% per month, accrued on a daily basis, but not in excess of the lawful maximum, on the past due balance. Any alleged error in the statement should be reported to Loyola's Conference Services Department (“CSD”) within fifteen (15) calendar days of the billing date.

   Bill Based on Confirmed Room. The Occupant will be billed for the Room based on the rates and charges specified in Exhibit A, even if the actual number of Other Permitted Occupants residing in such Room is less than anticipated. No exceptions will be made. Requests made to add a room or rooms in addition to those specified above may be granted at Loyola's discretion, and are not guaranteed. Loyola may require the Occupant to pay an extra fee for such additional Room.

   Execution and Required Submissions. The Occupant must submit to Loyola, within thirty (30) calendar days of its submission of the date of this Agreement if the first day of the Term is scheduled more than thirty (30) calendar days in advance, or no later than three (3) days prior to the first day of the Term in all other cases, the following documents: a signed copy of this Agreement, the non-refundable deposit, and a written list of all Other Permitted Occupants, including the age of any minors, and the appropriate contact information for each Other Permitted Occupant.

2. **ROOM RELOCATION/REASSIGNMENT:** Loyola reserves the right to relocate or assign another Room in the Facility to the Occupant other than the Room specified in Exhibit A. Loyola shall provide the Occupant with written notice of the relocation/reassignment or telephone notice if such relocation/reassignment occurs on the day of the first day of the Term.

3. **CONDUCT APPLICABLE TO USE OF FACILITIES:** The Occupant agrees to utilize the Facility (and cause the Other Permitted Occupants to utilize the Facility) in an orderly manner and agrees to fully comply with the policies of Loyola (including residence hall policies, rules and regulations and as set forth in Section 14.F below) and any applicable governmental laws, ordinances, rules and regulations. The Occupant further agrees not to discriminate in any manner or to deny the equal privileges and enjoyment of having free and open access to the Room on the basis of race, color, religion, national origin, sex, age, disability, marital status, sexual orientation, gender identity, veteran status or any other factor protected by law. As more particularly described in Section 13 below, Loyola reserves the right to inspect the condition of the Room, to remove from the Room and the Facility any persons violating Loyola policies or any applicable governmental laws, ordinances, rules and regulations and to discontinue any activities which violate such standards. The Occupant shall provide adequate, reasonable and appropriate supervision of all Other Permitted Occupants who are minors and must ensure that such persons are on Loyola's premises in accordance with all Loyola policies. Applicable Loyola policies are available from CSD. In addition to the supervision of any minor Other Permitted Occupant provided by such minor's adult parent/guardian (if any),
the Occupant shall provide adequate, reasonable and appropriate supervision of all minor Other Permitted Occupants at all times at the ratios described below while such minor persons are on Loyola’s premises:

Minors 6-8 years of age: 1 adult supervisor for every 6 minors
Minors 9-14 years of age: 1 adult supervisor for every 8 minors
Minors 15-17 years of age: 1 adult supervisor for every 10 minors

The Occupant shall be responsible to obtain and maintain from each Other Permitted Occupant (or in the case of a minor, from their parent or guardian) a Waiver of Liability and Assumption of Risk which contains the language set forth in Exhibit B to this Agreement. The Occupant is solely responsible for all Other Permitted Occupants and any other persons accompanying or associated with the Other Permitted Occupants.

4. NO FOOD AND BEVERAGE: No meals or other food or beverages will be provided to the Occupant or the Other Permitted Occupants pursuant to this Agreement.

5. NO ALTERATIONS TO ROOM: No alterations may be made to the condition of the Room.

6. DISPLAYS AND DECORATIONS: [INTENTIONALLY DELETED]

7. MAIL AND PACKAGES: The Occupant and Other Permitted Occupants may have mail and packages sent to them at the Facility address specified above, provided, however, that Loyola will not be responsible for any lost, undelivered, or damaged mail or packages.

8. PARKING: No parking for the Occupant or Other Permitted Occupants is provided under this Agreement.

9. CHECK-IN AND CHECK-OUT: The Occupant and all Other Permitted Occupants must abide by the check-in and check-out procedures designated by Loyola’s CSD. All guests of the Occupant and Other Permitted Occupants shall be required to register with the front desk on the ground floor of the Facility.

10. INDEMNIFICATION: The Occupant agrees to indemnify and hold harmless Loyola, its affiliates, including Mundelein College, and each of their respective agents, employees, officers, directors and trustees from and against any and all claims, suits, demands, liabilities, obligations, damages, costs, expenses, fines, taxes, penalties, (including reasonable attorney’s fees or upon the option of Loyola, the Occupant shall provide a defense to Loyola) and causes of action (collectively, the “Claims”) of every kind and character related to or arising out of (A) the Occupant, the Other Permitted Occupants or any person associated with the Occupant or any Other Permitted Occupants, (B) the use of the Facility or the Room by the Occupant, any Other Permitted Occupants or any person associated with the Occupant or any Other Permitted Occupants, (C) the Occupant's performance of its obligations under this Agreement, including without limitation, any injuries to any Other Permitted Occupants or any person associated with the Occupant or any Other Permitted Occupant, or (D) any alleged or actual negligent or willful acts or omissions of (i) the Occupant or its employees, agents, officers, directors or guests, (ii) any Other Permitted Occupant, or (iii) any guest, unpermitted person or third party associated with the Occupant or any Other Permitted Occupant. Loyola agrees to provide the Occupant with prompt notice of any Claim, and if Loyola elects to have the Occupant provide a defense to Loyola, to tender control of the defense of the Claim to the Occupant and to cooperate with the Occupant in investigation, settlement or defense of the Claim. This section shall survive the termination of this Agreement.

At its option, the Occupant, and/or its Other Permitted Occupants, may wish to obtain personal property insurance covering loss or damage to its/their personal property which is not the responsibility of Loyola, as further described in Section 14 below.

11. CANCELLATION: The Occupant may cancel this Agreement by giving Loyola's CSD prior written notice. Notice is effective upon receipt by Loyola’s CSD. In the event of such cancellation, Loyola shall be entitled to retain the non-refundable deposit set forth on Exhibit A hereto, and, in addition, depending on the timing of such cancellation, shall be entitled to the applicable cancellation fee specified below:

Refunds will be issued if cancellation requests are received at least 72 business hours prior to the start of your stay. Cancellation requests should be sent via e-mail to loyolalodging@luc.edu, via fax, attn: Loyola Lodging, at 312-915-6255. Please include the names of guests who are canceling, dates of stay, and confirmation page with your cancellation request.

If the Occupant's use of the Room cannot take place (A) (1) by reason of accident, strike, labor dispute, sickness, death of key personnel, energy shortage or government directive or (2) in the event the agreed upon Room are destroyed or rendered unusable by fire, storm, earthquake, other casualty or act of God and (B) through no fault, action or omission of the Occupant, a cancellation fee will not be assessed, except that a cancellation fee will be assessed if it is reasonably practicable for (i) the Occupant and Loyola to enter into a new housing facility agreement comparable to this Agreement and (ii) for rescheduled housing to begin within 60 days from the original start date of the Term.
13. LICENSE INTEREST: This Agreement grants the Occupant, and the Other Permitted Occupants, if any, a limited license to use and occupy the Room under the terms and conditions stated in this Agreement and does not establish a landlord/tenant relationship or vest or transfer any leasehold or other real property interest to the Occupant, any Other Permitted Occupant or any person associated with the Occupant or any Other Permitted Occupant. Such license interest is personal to the Occupant and the Other Permitted Occupants. Occupant shall not assign, sub-license or otherwise authorize any other entity or person to use the Room or the Facility.

14. LIABILITY AND DAMAGE: The Occupant is responsible for any damage to the Room and any loss of personal property, including money, personal belongings, computers and electronics, or other items of value, located in the Room or within the Facility. Loyola shall have no responsibility or liability for the safekeeping of such personal property, or reimbursement obligation for its loss.

The Occupant will be responsible for, and will be charged the costs of replacement and/or repair of, any and all damage that occurs in the Room(s), regardless of who or what caused such damage (other than damage caused exclusively by a failure in a mechanical or plumbing system maintained by Loyola or caused solely by Loyola employees). The Occupant is also responsible for, and will be charged the costs of replacement and/or repair of, any and all damage that it or the Other Permitted Occupants (and any guests or unpermitted persons allowed within the Facility by the Occupant or any Other Permitted Occupants) may cause to any other area of the Facility.

15. RIGHT OF ENTRY: Authorized Loyola representatives may enter the Room at any time, without prior notice, after knocking and allowing their presence, for the purposes of: (a) making any necessary or agreed-upon repairs; (b) scheduled (or unscheduled) cleaning; (c) investigating health or safety concerns, or suspected violations of housing and other Loyola policies; (d) verifying occupancy; (e) conducting inventories of Loyola property; and (f) conducting Facility and Room inspections. Authorized Loyola representatives may remove items that are in violation of Loyola policies, rules or regulations or federal, state or municipal laws or regulations. The Occupant (and Other Permitted Occupants of any affected Room) will be informed after such entry and advised of any violations and property removed.

16. MISCELLANEOUS: Should the Occupant at any time be in breach in the performance of any of the provisions of this Agreement and should the Occupant fail to cure the breach within a period of twenty-four (24) hours after receiving written notice from Loyola specifying the nature of the breach, Loyola may, at its option, elect to terminate this Agreement. Any such termination shall be effective upon the delivery of written notice from Loyola to the Occupant. Such termination shall not relieve the Occupant of the right to pay the specified Fees for the full Term. Upon any such termination, the Room shall be vacated within 24 hours. For purposes of certainty, a breach of the Agreement by any Other Permitted Occupant or a person associated with the Occupant or any Other Permitted Occupant shall constitute a breach of the Agreement by the Occupant, and as applicable, the obligations of the Occupant under this Agreement are obligations of the Other Permitted Occupants. Exception to the 24-hour breach of agreement notice would be illegal activity or smoking.

If Loyola should be unable to perform its obligations under this Agreement by reason of accident, strike, labor dispute, sickness, death of key personnel, energy shortage or government directive or in the event the agreed upon premises are destroyed or rendered unusable by fire, storm, earthquake, other casualty or act of God, Loyola shall not be liable under this Agreement, the Occupant's deposit will be returned (unless there is a rescheduling, as contemplated by Section 12) and the Occupant shall have no further claim against Loyola. The failure of Loyola to exercise any right or remedy available to Loyola as a result of the Occupant's breach of any of the terms or conditions of this Agreement shall not be deemed to be a waiver by Loyola of any such rights or remedies. The receipt of payment by Loyola shall not be deemed a waiver of any breach by the Occupant of this Agreement. The specific remedies to which Loyola may resort under the terms of this Agreement are cumulative and are not exclusive of any breach or threatened breach by the Occupant of any provision of this Agreement but are in addition to all other remedies available at law or in equity.

All communications to Loyola should be directed to the following:

Loyola University of Chicago
Conference Services Department
820 North Michigan Avenue – 401 Baumhart Hall
Chicago, Illinois 60611

All communications to the Occupant should be directed to the address or telephone number in Exhibit A.

This Agreement constitutes the entire agreement between both parties. It shall be governed by and construed in accordance with the laws of the State of Illinois and, to the extent applicable, the Municipal Code of the City of Chicago. No terms or conditions of this Agreement shall be waived, altered or modified except by written agreement executed by both parties. This Agreement shall not be assigned without the prior written consent of Loyola, which consent shall be in Loyola's sole discretion. Any such attempted assignment shall be null and void.

The Occupant acknowledges that Loyola has a number of policies that relate to and govern, among other things, conduct within Loyola residence halls, such as the Facility. These policies are contained in several handbooks, including, but not limited to, the Loyola Community Standards and the Loyola Department of Residence Life Resident Handbook. These policies shall apply to the Occupant, Other Permitted Occupants and any person associated with the Occupant or any Other Permitted Occupant. The Occupant shall be responsible for accessing on-line the current version of all such policies, becoming familiar with such policies, and advising Other Permitted Occupants of such policies.
17. **STATEMENT OF NON-DISCRIMINATION**: Loyola does not discriminate on the basis of race, color, sex, age, national or ethnic origin, religion, sexual orientation, ancestry, military discharge or status, marital status, parental status, or any other protected status in administration of its educational policies, admission policies, scholarship and loan programs, and athletic and other Loyola administered programs.

Otherwise qualified persons are not subject to discrimination on the basis of disability.

All Loyola policies, practices and procedures are administered in a manner consistent with Loyola's Catholic and Jesuit identity and character. Inquiries relating to these policies may be referred to the Loyola's Assistant Vice President for Human Resources and Equal Opportunity Officer.

18. **OTHER PERMITTED OCCUPANTS WITH DISABILITIES**: The Occupant, on behalf of any Other Permitted Occupants who may require an accommodation in housing, should notify Loyola's Services for Students with Disability ("SSWD") office (the current phone number of which may be obtained through CSD) in a timely manner. SSWD will then contact appropriate Loyola representatives regarding any appropriate accommodation. The Occupant shall request these accommodations prior to commencement of the Term in order to implement the required accommodation in a timely manner.

19. **CERTIFICATION**: By submitting this Agreement, the Occupant certifies that it has read and understood the terms and obligations of this Agreement, and understands that when accepted by Loyola, the Agreement will be a legally binding contract, and agree to be bound by the provisions of the same.

20. **BIKES**: Bikes are not allowed in any of the buildings on campus, including Loyola Lodging facilities. Bike racks are available throughout the campuses.

21. **DRUG, SMOKING, AND ALCOHOL POLICY**: Residents and guests are subject to Illinois State Law, which prohibits the sale, possession and consumption of alcoholic beverages by any person under the age of 21. No one is permitted to serve alcohol to minors (person under 21 years of age). Alcoholic beverages may only be consumed in the residence halls by guests who are 21 years of age or older and may not be transported or consumed in open view in public or common areas of Baumhart. These areas include lobbies, hallways, stairwells, elevators, suites, lounges and special-use rooms. Alcohol in excess as determined by Conference Services Staff (including, but not limited to kegs of beer) is not allowed in Baumhart. The University reserves the right to allow authorized personnel to enter rooms. When such entry is deemed necessary, the University will seek within all reasonable bounds to protect the occupant’s privacy. Authorized University personnel may remove items that are in violation of federal, state, local, or University regulations. The use or possession of marijuana or any non-prescription drugs on Loyola property violates University policy. Furthermore, smoking is prohibited within Baumhart Hall. If smoking is done in the building by those residing in the apartment or their guests, this will result in cleaning fees, and possible eviction from the property. Please note that cleaning fees start at $125/hour for a minimum of four hours. Smoking is only permitted outside 25' in front of the building entrance.