University Apartments Guest Procedure

Subject to applicable law and University rules and policy, residents of University Housing may allow guests to stay in their assigned apartment under the following terms and conditions:

DEFINITIONS
For purpose of this procedure, unless the context requires a different meaning, the following definitions shall apply:
"University Apartments"- means the following apartment complexes owned by the University of Texas at Austin: Brackenridge Apartments, Colorado Apartments and Gateway Apartments.

"University Apartments Resident" or "resident"- means an otherwise qualified person who, under a University housing contract, resides at one of the University Apartments.

"Guest"- means an individual who has been personally invited by a University Apartments Resident to enter into the resident's apartment, remaining there, subject to the provisions of this procedure, for a period of time at the University Apartments Resident's discretion.

To be "personally invited" under this procedure means that the invitation or request made by a University Apartment Student Resident is such that a reasonable person would believe that they had specifically been invited, asked or allowed by the resident to enter the resident's apartment, subject to this procedure, remain there for a period of time. A University Apartment Student Resident's invitation to a guest may be revoked at his or her discretion and be withdrawn by the resident without the need to express any reason or basis for the revocation. General solicitation of members of the public through an advertisement, posting or any other format in any medium is not considered a "personal invitation" under this procedure.

GENERAL PROVISIONS
Subject to applicable law and University rules and policy, University Apartments Student Residents (or "resident") may allow guests to reside in their assigned apartments as set forth in this procedure.
Circumstances at the University Apartments or on the campus generally, such as construction, maintenance, health-related concerns or an emergency situation, may require the University's Division of Housing and Food Service to suspend or cancel this procedure or to put special or temporary rules in place that impact the privileges granted under this procedure.
All guests must be able to properly identify themselves, as determined by the Division of Housing and Food, upon request while visiting the University Apartments.

Guests shall have no status, privileges or rights at the University beyond those of the general public except to the extent that, as Guests, they fall under this procedure.

Subject to applicable law and University rules and policy, Guests may only occupy or reside in a University Apartments apartment as set forth in this procedure and at the residents continued discretion. A Guest must vacate the resident's apartment upon the request of the resident or as otherwise provided by University rules and policy.

Other than the use of the apartment, the laundries and the common grounds of the apartment complexes, a Guest may only be allowed to use University property or facilities as a member of the general public. Other than as provided for in this procedure, a Guest shall not be allowed the same rights or abilities to use University property or facilities normally afforded a University employee or student. Registered Guests may be permitted to submit needed maintenance requests, or request a key replacement.

In no event, shall a Guest acquire any rights or privileges in the resident's apartment or otherwise have any claim to reside or remain in the resident's apartment beyond the time actually permitted by the hosting resident; or contrary to the specific direction of a member of Housing and Food Services management team or other University official or beyond the term of the hosting resident's housing agreement.

A Guest is subject to the same laws, rules and procedures as the University Apartments Resident that is hosting them. A Guest's failure to follow such laws, rules and procedures may result in disciplinary action taken against the University Apartments Student Resident. Such disciplinary action may also result in the resident being required to cause a Guest to vacate the resident's apartment. A resident who violates this procedure may also be found in breach of their housing agreement.

Any personal items left behind by a Guest after the end of the term of the resident's housing agreement are subject to disposal and handling in the same manner as would be applied to the possessions of a resident.

**GUESTS UNDER EIGHTEEN YEARS OF AGE**

Guests who are under 18 years of age must be a hosting Student Resident's sibling or otherwise have a legally recognized relationship with the hosting Student Resident in order to reside in the apartment on a long term basis (beyond 72 consecutive hours). A Student Resident wishing to host a temporary guest who is under 18 years of age must have a letter of permission on hand from the parent/legal guardian of the minor. The letter must include adequate contact information for the parent/guardian and authorize University officials to communicate with the parent/guardian on the matter of the minor in question, in case such action becomes necessary.
University Apartments Guest Procedure Authorization/Acknowledgement

I hereby acknowledge the following:

- The University prohibits guests that are invited for purely financial reasons. I did not solicit this guest through an advertisement, posting or any other form of advertising to the public.

- I understand that I am prohibited from subletting my apartment.

- This guest is personally known to me and invited to be a guest in my apartment and will not be expected to pay more than their fair share of rent/expenses.

- As the contract holder, I understand that I am expected to be present in order to have guests in my apartment. If for any reason I expect to be absent for more than 10 days, I will notify the management of University Apartments in writing of my expected absence, including the reason for the absence and expected length of absence.

- The University will review and consider whether or not guests will be permitted during your absence.

RESIDENT INFORMATION (please print):

I, __________________________________________ residing in ____________________________

STUDENT CONTRACT HOLDER APT. #

Hereby authorize ________________________________, personally known to me,

GUEST NAME

To reside in __________. Signed ____________________________ - ________.

APT. # STUDENT CONTRACT HOLDER SIGNATURE DATE

GUEST INFORMATION:

By signing, the guest acknowledges that they have read the University Apartments Guest Procedure and fully understand the University Apartments Guest Procedure.

______________________________ DATE

GUEST SIGNATURE

______________________________ BIRTHDATE

UT EID (IF APPLICABLE) PHONE NUMBER

______________________________

EMAIL