

# CONFERENCE HOUSING INDIVIDUAL HOUSING AGREEMENT

**I acknowledge that I have read this Agreement and will abide by each requirement and/or policy listed. My agreement to these terms and conditions at the time of on-line registration, as well as my signature at time of check-in attests to the same:**

1. **Check-in/Check-out:** Standard check-in time is at **3:00 p.m.** and check-out time is at **11:00 a.m.** on your scheduled check out day. Early check-in and/or late check-out accommodations are typically unavailable. Special circumstances may be arranged with the Conference Housing Coordinator if space and time permits, for which fees may apply. An early check-in or late check-out charge not exceeding the contracted nightly rate may be charged in such instances.
2. **Deposit:** A non-refundable deposit will be collected at the time of booking as determined by the type of guest registration selected during the on-line reservation request process.
  - a. Guest Suite reservations less than 30 nights: non-refundable deposit equal to first night charge of applicable nightly rate
  - b. Guest Suite reservations more than 30 nights: non-refundable deposit equal to \$250.00
  - c. Intern Housing, Early Arrival and Winter Break reservations: non-refundable deposit equal to \$125.00
3. **Cancellations:** Cancellations will be accepted if notification is given in writing to the Student Union and Event Services office. All cancellations will incur forfeiture of deposit. This Agreement is effective for the dates listed and cannot be terminated except under the conditions set forth in this Agreement.
4. **Payment:** Acceptable methods of payment include cash (U.S. currency), check, credit/debit card or University Purchase Order ("PO") or Inter-Departmental Requisition (UNLV "IDR" only). POs and IDRs must receive prior approval from the Student Union and Event Services office.
  - Individuals staying for less than 30 nights-
    1. Payment for the entire stay upon check-in less deposit amount collected at time of registration.
  - Individuals staying for more than 30 nights-
    1. The first payment is due upon check-in and will be prorated to the 15th of the month. Subsequent installments will be charged to the credit card provided at the time of check-in on the 15th of each month.
    2. Payment for the entire stay upon check-in less deposit amount collected at time of registration.

**\*\*A late fee of \$25.00 will be applied to all accounts for each month the amount due is not paid by the due date listed on the invoice.**
5. **Breach of Contract:** Any act or omission that is inconsistent with the terms of this Contract or any Conference Housing Rules and Regulations shall constitute a breach of this Contract. In the event of a Breach, University shall have the right, in addition to all other rights and remedies available at law or in equity, to terminate this Contract and retake possession of the room(s) and to hold Guest liable for any damages to the facilities and/or lost revenues resulting from early termination.
6. **Maximum Occupancy:** No suite shall have more than two (2) occupants over the age of five (5) years and limited to two (2) occupants under the age of five (5).
7. **Minor Supervision:** Adult on-site supervision is required with any guest under 18 years of age. Adult will act as the liaison between the Conference Housing staff and the minor in the event of discipline, noise or destructive behavior. The adult must be in Conference Housing at all times when minor is present.
8. **University Liability:** The University assumes no responsibility for any personal property of the Guest which is lost, stolen, damaged, or destroyed during the terms of this agreement.
9. **Limited Facility Use:** The Guest may only use the room(s) subject to this Agreement as a living space. Space will not be loaned to or occupied by a person(s) not assigned to stated room(s).
10. **Agreement to Hold Harmless:** The Guest shall hold harmless, defend and indemnify the University, its agents and employees against any and all claims, suits, proceedings and actions, including damages, costs, attorneys' fees, recoveries and other expenses, which may arise out of this Agreement or Guest's stay in Individual Housing. This Section shall apply regardless of whether the Guest is sponsored by a department of the University.
11. **Discrimination:** No person, on the grounds of handicap, race, color, religion, sex, gender expression and/or gender identity, age, creed or national origin, shall be excluded from participation in, or denied benefit of or be otherwise subjected to discrimination in regard to the Guest's use of Individual Housing or any other University facilities. Breach of this provision shall result in the termination of this Agreement.
12. **Right of Entry:** The University reserves the right to enter rooms/suites in the Individual Housing to inspect the premises for purposes of verification of occupancy, safety, health, cleaning and maintenance.
13. **Keys:** The Guest is responsible for all keys and/or building access cards issued to him/her during his/her stay. If all keys and/or building access cards are not returned upon check-out, the Guest will be charged for the cost of changing the lock cores, as well as the replacement cost for lost keys. Lost, stolen, or misplaced keys will be charged at current replacement costs not exceeding total replacement expense of \$50.00. In the event of termination, the University may take possession of the assigned space within 48 hours after this Agreement has been terminated. If the Guest fails to vacate the premises within 48 hours, the University will change the locks to the room(s) and mailbox and charge all costs associated therewith to the Guest.
14. **Damages:** The Guest agrees to maintain the condition of the room(s) in the Individual Housing, and to restore the room to the condition as of the date the Guest entered the premises. The Guest shall pay reasonable cost for any damage against the facility by the Guest or by any person(s) who may be in or upon the premises under the direction of the Guest.
15. **Guest Responsibility to the University:** In the event the Guest defaults in the performance of any item or condition of this Agreement, the University may elect to serve written notice to vacate immediately. The University reserves the right to revoke this Agreement for any violation of University, local, state or federal law.
16. **No Commissions:** The Guest warrants that no compensation has been paid or gift given directly or indirectly to any office or employee of the State of Nevada in exchange for acting as office agent, agent, employee, subcontractor or consultant to the Guest in connection with this Agreement.
17. **Applicable Law:** The laws of the State of Nevada shall apply to the validity, construction, interpretation and effect of this Agreement. Any disputes arising out of or in connection with this Agreement shall be litigated only in a court of competent jurisdiction in Clark County, State of Nevada, and Guest hereby expressly consents to the jurisdiction of said court.
18. **Independent Parties:** The Guest, or any employee, agent, officer, or designee thereof, is not an agent of the State of Nevada, the Board of Regents of the Nevada System of Higher Education, the University of Nevada, Las Vegas, or any other agency, political subdivision, or department for any purpose whatsoever.