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SAVANNAH STATE UNIVERSITY
A UNIT OF THE UNIVERSITY SYSTEM OF GEORGIA
SAVANNAH, GEORGIA 31404

**RENTAL AGREEMENT BETWEEN THE BOARD OF REGENTS AND [REDACTED]
FOR FACILITIES AT SAVANNAH STATE UNIVERSITY**

THIS AGREEMENT, entered into this [REDACTED] day of [REDACTED] by and between the Board of Regents d/b/a Savannah State University, hereinafter referred to as LESSER and [REDACTED] hereinafter referred to as LESSEE, provides for the following:

That the lesser does hereby lease and rent unto the Lessee: [REDACTED] bed spaces within Savannah State University Residence Halls for terms commencing on: [REDACTED]

The Lessee, in signing this rental agreement, understands and agrees that the following regulations shall apply to the occupancy of the University's owned property leased for rental:

1. The Lessee shall be comprised of [REDACTED] personnel.
2. **Housing:** Will be provided in Savannah State University Residence Halls.
[REDACTED] ([REDACTED] bed spaces)
3. **Cost of Stay:** The cost per rooms of the delegation will be **\$00.00/night/person** without linen (Total weeks: [REDACTED] total cost: \$[REDACTED]). All expenses defined in the agreement do not include long distance telephone charges, facsimiles, and damage to the facilities, which will be the responsibility of and paid for by the Lessee upon presentation of invoices. The Lessee will be charged for all rooms occupied and meals eaten.
4. **Telephone Service:** Local telephone service is free (individuals must provide telephone).
5. **Linen:** Linen is not included in the price quoted above.
6. **Facilities/Campus Services Available:** (**Direct contact for facilities use and or needed must be made by the Lessee to each area listed below**)
 - **Class Room Accommodation**
Please Contact Tonia Mydell at 912 356-2240.
 - **Meeting Room Accommodation**
Please Contact Physical Plant at 912 356-2266.
 - **Dining Services**
Please call the University's dining services contractor at 912-356-2400 if you wish to arrange for meals while on campus.

- **Disability Services**

A limited number of accessible housing units for people with mobility impairments are available. Individuals with disabilities who need special housing accommodations should contact the Coordinator of Disability Services, Ms. Amelia Castilian-Moore in the Office in the of Counseling/Disability Services in the King Frazier Center second floor, at 912 356 2202 or by email at moorea@savannahstate.edu as soon as possible so that we can meet with you, discuss your disability and coordinate services with the SSU Office of Residence Services and Programs. **Please provide as much advance notice as possible.** We may not be able to honor last minute requests.

- **Parking**

Please note that there are parking restrictions on campus, including reserved , executive, and handicap parking spaces. Your vehicles will be ticketed and may be booted and/or towed for parking violations. If you have questions about parking, please call the Auxiliary Services office at 912-356-2771.

- **Summer Lessee Participant Identification**

Each person staying on campus must have an SSU ID card made; the cost for each ID card is \$5.00 per person. ID Card and Access to Traditional Residence Halls: All visitors staying on campus are required to have an SSU ID Card with a picture and signature. If you are staying in the FLLC, Bowen-Smith, Peacock, and/or Bostic Halls, you will also need to have security access put on your card. In order to arrange to have your card(s) made as soon as possible during your stay, please call the SSU ID Card Office at 912-691-5597 or 912-356-2771 at least one month in advance of your scheduled stay on campus.

- **Athletics Facilities Indoor/Outdoor**

Please Contact Tonia Mydell at 912 356- 2240.

- **Intramural Sports & Wellness (Wiley Willcox Pool, Weight room and Wellness Center)**

Please Contact Theodore Whitaker at 912-3506.

- **King Frazier Facilities (Savannah Ballroom and Norman B.Elmore Theater)**

Please Contact the Office of Student Life at 912 353-3149.

7. **Room Arrangements:** The Lessee organization is to provide the Office of Residential Services & Programs with a participants and group leader's room assignment roster a week prior to move in.

- OCCUPANCY: Rooms will be assigned by Office of Residential Services and Programs.
- TOILETRIES: University will provide shower curtain liners and tissue paper for the traditional halls bathrooms. Our Apartment Style halls Lessee are responsible for providing their own curtain liners and tissue paper.

- Keys: University will provide the Lessee (s) with the appropriate room keys and gate cards. Lessee will be charged \$50.00 per key that is lost and \$25.00 per gate card that is lost or damaged. The Lessee agrees to inform university immediately upon its knowledge of a lost key.
 - OTHER: telephones, televisions and/or alarm clock will not be provided in the rooms.
8. **Deposit:** A \$500 non-refundable deposit is required upon execution of this contract. This amount will be applied towards total cost upon arrival. Final payment is due within 30 days of receipt of the final invoice.
9. **Cancellation Policy:** All deposits will be forfeited if cancellation is not received within 45 days prior to the event.
10. **Payment:** Make all checks payable to Savannah State University and remit to:

OFFICE OF RESIDENTIAL SERVICES AND PROGRAMS

Savannah State University

Attention: LaSonya Stovall

Box 20551

Savannah, GA 31404

Phone: 912.356.2324 Fax: 912.356.2269

11. The parties agree that this Agreement has set forth the understanding between the parties. Should questions or situations arise which have not been addressed, the parties agree that they will cooperate with each other to resolve such questions and situations.
12. Savannah State University's officials shall have the right to enter the premises at all reasonable hours to examine them to insure compliance with Savannah State University Rules and Regulations and to make such repairs and alterations as may seem necessary for the safety and preservation of the buildings or to insure itself that the premises are being properly maintained or to observe any items which might be necessary to insure Savannah State University the safe, orderly and proper maintenance of the premises; but nothing herein contained shall be construed as making it obligatory upon SSU officials to render any service or effect repairs other than those which are specifically provided for herein. Savannah State University, by its agents and representatives may enter such premises at ANY time to address any emergency or any ongoing suspected criminal activity.
13. The Lessee further agrees to abide by all rules and regulations that the SSU officials may make from time to time for the protection of the building or the general welfare of all of the tenants alike, which in the judgment of Savannah State University may be necessary for the safety and cleanliness and for the preservation of good order in the building, and that will not employ or harbor about the building any person or persons of objectionable character. Be further acknowledged that Savannah State University officials may from time to time change their regulations or may be required to protect the property and add to the enjoyment of it by the lessee, and the lessee agree that he or she will comply with all such amendments and modifications to their rules and regulations of the building, upon due notice as herein above set forth.

14. The undersigned having read this rental agreement, acknowledges that the foregoing constitutes a definite contract with Savannah State University, Georgia for the rental of space described for the period indicated, and agrees to abide by its terms and attendant regulations.

LESSER
Authorized Signature _____
(Residential Services and Programs)

LESSEE
Authorized Signature _____

Print/Type Name: LaSonya Stovall

Print/Type Name: _____

Organization Name: Savannah State University

Organization Name: _____

Date: _____

Date: _____

Witness _____
Savannah State University

Witness: _____

Vice President of Fiscal Affairs
Lesser: Savannah State University