



Apartment Storage Lease Application Packet

Spring & Summer 2009



FREE
Spring Summer Rate

Keep your apartment
and piece of mind...,
Store your stuff for the
summer time.



Summer Storage License Agreement

The Board of Regents of Eastern Michigan University hereinafter referred to as "Licensor EMU", enters into this agreement with,

[Name] _____

Student # _____

[Name] _____

Student # _____

jointly and severally, hereinafter referred to as Licensee(s), (one of whom is enrolled as a student at EMU, graduate assistant, others decided as appropriate) hereby enter into this agreement for the purpose of using the unit;

Complex: _____, Apartment #: _____, for Summer storage of personal property in accordance with the following terms:

1. Licensor EMU shall allow the Licensee(s) to utilize the apartment for storage of the licensee's personal property for the following period: **May 1, 2009 through August 31, 2009**
2. _____ (Initials) Licensee(s) must have a signed University Apartments Lease on file for the 2009-2010 school year. Licensee(s) must be enrolled for class for Fall 2009 at Eastern Michigan University and must remain as a tenant for a minimum of 4 months, after returning from summer storage. **Failure to comply with any of the above requirements will result in the full storage charges for the entire term of the Summer Storage License agreement.**
3. _____ (Initials) Licensee(s) agrees to pay the **non-refundable storage fee of \$300**, in full (by way of cashier's check or money order) at the time of signing this agreement. The Licensee(s) agrees to the following statement: **"I understand that the Summer Storage License fee is non-refundable and will not be reimbursed."**
4. _____ (Initials) Licensee(s) agrees to the following:
 - a. Schedule a Summer Storage Inspection and be present and comply with the checklist included in the Licensee(s) copy of the agreement. If licensee(s) fail to have the apartment inspected, licensee(s) will continue to be billed at the full rental rate until at such time as the inspection is completed. Licensee(s) must schedule the inspection at least 2 full business days in advance, (48 hours). There will be a **\$50 non-scheduled check out fee** for inspections conducted without proper notice. Inspections are done Monday-Friday, 8:30 am- 4:30 pm, appointment times as available.
 - b. Surrender and sign back into the office all keys to the apartment and mailbox at the conclusion of the inspection.
 - c. Licensee(s) must have his/her accounts current with Licensor EMU and with the Apartments Office. Licensee(s) may not transfer to a new unit or add a new roommate while the apartment is in Summer Storage. Full rental charges will resume the day keys are signed out, or at the end of the Summer Storage license period, whichever comes first.
5. **Licensee(s) with roommates must surrender keys on the same day to place the apartment into Summer Storage. Full rent will remain in effect until all roommates have vacated. Each licensee will be responsible individually for surrendering his/her apartment and mailbox keys to the Apartments office. If the keys are not surrendered, or if the apartment is not inspected, licensee(s) will be charged the full rental charges. Roommates should retake occupancy of the apartment on the same day. Any licensee(s) who(m) takes possession of an apartment prior to the return of his/her roommate, will be charged the full rent for the period until his/her roommate takes possession of his/her keys or at the end of the Summer Storage license period. There will be no exceptions made to this policy.**
6. Licensee(s) agrees that they are solely responsible for the loss, damage, and/or theft of personal property stored in the apartment or in any outside storage boxes. Licensee(s) further agrees the University is not liable for and of the stored personal property and shall indemnify and hold Lessor EMU, it's Board of Regents, President, officers, agent, representatives and employees harmless from any and all claims, costs and liabilities, including attorney

fees and court costs at both trial and appellate levels to the extent permitted by law, for all damages and loss/theft which occurs to the licensee(s) property stored pursuant to this agreement.

- 7. ____ (Initials) Licensee(s) has been advised to secure insurance for their personal property.
- 8. ____ (Initials) Licensee(s) will not be permitted admittance to their apartment during the storage period except for verifiable emergencies. Licensee(s) must contact the Apartments office to obtain permission and make arrangements for admission into their "stored" apartment if such emergency situations arise. There will be a \$50 charge for this service. Licensor EMU reserves the right to specify the date, time and limited access time.
- 9. Licensor EMU reserves the right to have access to the apartment in case of emergency and/or maintenance purposes without prior notice to the licensee(s). Licensee(s) is encouraged to also submit an emergency contact number and/or email prior to the start of the storage period.
- 10. Licensee(s) are subject to the terms and conditions as applicable as described in the apartment lease and shall apply to the storage license and are hereby incorporated by reference.
- 11. If Licensee(s) fail to return to, or abandons the apartment and leaves any personal property in the apartment after the conclusion of the storage period, and fails to make satisfactory arrangements with the Licensor EMU via the University Apartments office for removal of the property within 72 hours after the end of the storage period, such property shall be deemed abandoned by the licensee(s) and may immediately thereafter be removed from the apartment by Licensor EMU. Any and all property removed from the premises shall be handled or removed at the risk, cost, and expense of the licensee(s). Licensor EMU shall in no event be responsible as a warehouse person or otherwise for any property left on the premises, or for the value, preservation or safe keeping thereof. The licensee(s) shall pay to Licensor EMU upon demand any and all expenses incurred in such removal. After thirty days, Licensor EMU shall have the right to dispose of unclaimed property as Licensor EMU deems appropriate.

Signature (Licensee) _____ Date _____

Signature (Licensee) _____ Date _____

Staff Signature (Licensor) _____ Date _____

FOR OFFICE USE ONLY

Summer storage license request has been: Approved Denied Approved w/ Provisions

AD Signature: _____ Date: _____

Provisions of Approval/ Documents Requested:

Move out scheduled for: _____ Walk Through Appointment on: _____

Staff notified of move out: Front Desk Staff Facilities Staff Community Assistants

Received	Original	Copy
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Summer Storage Lease Check List

Eligibility

Tenants must agree to do the following:

- Occupy the apartment for at least four months at the end of the agreement or they will be billed for the regular rental charges for the term of the Summer License agreement.
- Have their EMU student account and Apartment's account current
- Be in good standing with the University.
- Be enrolled for the Fall 2009 school year
- Sign a license for the 2009-2010 school year for their current unit.
- Schedule an appointment to have their apartment inspected
- Remove all food and other items specified
- Surrender all keys and may not access the unit without approval
- Accept University staff will access the unit to complete work as necessary

In advance, tenant(s) must complete the following:

- Schedule an appointment to have your apartment inspected.
- Sign your lease for the 2009-2010.
- Complete list of items that you wish to leave in apartment.

On the day of move out, these items must be completed to have apartment approved:

- Submit an itemized list of all belongings to be left in the apartment. A copy will be mailed to you, or can be obtained at the Apartments office.
- Remove all items from the apartment that you would like to take home.
- Make sure all items will be covered under your renters insurance.
- Discard all perishable items, i.e. live flowers, items in refrigerator, bread, etc. Food may be left in the cabinets if it is unopened and non-perishable. All other food items should be removed.
- Apartment was cleaned, including; (stove, refrigerator, vacuum carpet, bathroom, clean out cabinets and closets)
- Unplug all electrical items left in the apartment except the refrigerator and stove.
- Make sure the stove and all water faucets are turned off.
- Take home any important documents you may need for the summer.
- Cancel your cable, telephone or internet service as appropriate.
- Have your mail forwarded to your summer address.
- Find a home for your fish or cat(s) as needed.
- Close and lock all doors and windows, lights turned off, blinds left open.
- Turned in keys to the apartment staff as specified.
- Sign your Summer Storage License?
- Pay your apartment storage fee?
- Submit forwarding address and telephone number for emergency contact.

