



Alpha Chapter
Sigma Pi Fraternity

Vincennes University
 PO Box 1869 • Vincennes, IN 47591



HOUSING CONTRACT

Check box: **Fall Term** **Spring Term** **Summer Term**

Social Security # _____ Birth Date ____ / ____ / ____

I, _____
 (Please Print) Last Name First Middle

Permanent Home Address Street City State Zip Code

hereby certify that I am enrolled as a student at Vincennes University, and I am applying for room accommodations in the Fraternity House while attending school during the semester/term listed above.

Email Address _____

Permanent Home Telephone Number (include area code) (____) _____

Cell Phone Number (include area code) (____) _____

TERMS OF PAYMENT OPTIONS:
(check box)

Fall Term

- A. Full payment of **\$2,100** due by August 1st
- B. Two (2) equal payments of **\$1,050** due by August 1st & October 1st
- C. Four (4) equal payments of **\$525** due by August 1st, September 1st, October 1st, & November 1st

A Damage Deposit in the amount of **\$250** is due by July 15th for the Fall Semester

Spring Term

- A. Full payment of **\$2,100** due by January 1st
- B. Two (2) equal payments of **\$1,050** due by January 1st & March 1st
- C. Four (4) equal payments of **\$525** due by January 1st, February 1st, March 1st, & April 1st

A Damage Deposit in the amount of **\$250** is due by December 15th for the Spring Semester

Summer Term

- A. Full payment of **\$1500** due by May 1st
- B. Three (3) equal payments of **\$500** due by May 1st, June 1st & July 1st

A Damage Deposit in the amount of **\$250** is due by April 15th for the Summer Term

If payment is made in full by the due dates as listed above in Option A, the Student will receive a \$100 discount.

I agree to abide by all rules and regulations of the Chapter, House Corporation, and University, including but not limited to, the bylaws and house rules of the Fraternity and Vincennes University. These rules and regulations are subject to change. Violations by the student may result in disciplinary actions assigned by, but not limited to, the Executive Committee of the Fraternity and House Corporation. The Chapter and Vincennes University are not liable for losses and/or damages to the Chapter or others present at the house for failing on the part of the student and/or guests to follow and of the above agreed to rules and regulations.

Date _____ Signature of Student _____

Official Use Only: Date Contract Received: _____ Date Deposit Received: _____ Date Deposit Refunded: _____

Fraternity House Policies, Regulations, and Conditions

The following policies and regulations have been adopted for the Sigma Pi Fraternity Chapter House at Vincennes University and are part of the Housing Contract between the Alpha of Sigma Pi House Corporation, (hereinafter referred to as the "House Corporation"), and Residents and the Residents undersigned parent(s) or legal guardian(s).

1. The House Corporation shall furnish a room to the Resident in the Chapter House maintained by the House Corporation and Chapter at 1602 N. Second Street, Vincennes, Indiana during the portion(s) of the academic year at Vincennes University specified on page 1 of this contract.
2. The House Corporation and Chapter shall provide to the Resident such services as are customarily furnished by the House Corporation and Chapter to Residents of the Chapter House and subject to the Corporation's and Chapter's rules and regulations, all applicable membership rights and privileges.
3. The House Corporation and Chapter shall provide furniture to the Resident in the assigned rooms of the Chapter House. Each room will be furnished with two (2) beds frames, two (2) mattresses, two (2) desks, two (2) desk chairs, and two (2) dressers. All Chapter House furniture must remain intact and in the Residents assigned room. Additional furniture must be approved by prior written consent from the House Corporation before being moved into the Chapter House.
4. The Resident shall take good care of the Chapter House and its furniture, furnishings, and equipment, shall keep them in a neat, clean and orderly condition, shall suffer and permit no waste to be committed in or upon them, and shall make no alterations to the premises without the prior written consent of the House Corporation. Upon the expiration or other termination of this Contract, the Resident shall remove his personal property from the Chapter House and shall peaceably surrender possessions of the premises and property in a clean condition and good repair, ordinary wear and tear resulting from careful usage alone accepted. After surrender of possession by the Resident, the House Corporation shall have the right to dispose of any personal property left by the Resident in or on the Chapter House premises, and the House Corporation shall not be responsible to the Resident to account for the disposition of such property.
5. For consideration of residence, the Resident shall select a payment option of A, B, or C as listed on page 1 of this contract. The Resident shall make payment to the House Corporation or the House Corporation's collection service (OmegaFi) by the specified date on page 1 of this contract.
6. The Resident shall pay to the Specified Agent of the House Corporation upon execution of this Contract a damage, common area, key and rent deposit in the sum specified on page 1 of this Contract, which is due before the Resident takes possession of the accommodation. The Damage Deposit paid by the Resident will be refunded by the House Corporation in whole or in part, to the Resident within sixty (60) days after termination of this Contract, provided: (a) all provisions and conditions of this Contract have been complied with; (b) Resident has maintained and left the Chapter House in a clean undamaged and rentable condition, normal wear and tear excepted; (c) all outstanding charges due to the Chapter or House Corporation and (d) the Chapter House have been vacated, all keys have been returned to the House Corporation. All refunded deposits shall be mailed to Resident at the last known address. Resident agrees to leave a forwarding address with the House Corporation upon termination of the Contract. The Damage Deposit will be returned in sixty (60) days after the Resident vacates the living accommodations in satisfactory condition and after payment of all outstanding charges due to the Chapter and to the House Corporation. The Resident's living accommodations will be inspected by the House Manager and an official representative of House Corporation. In addition, damages which has been done by a person or persons unknown, shall be apportioned among all Residents of the Chapter House as determined by an official representative of House Corporation. Any damage exceeding \$250.00 will cause the Resident to be immediately expelled from the Chapter House with no rent refund.
7. In addition to the charges listed on page 1 of this contract, the Resident shall pay to the Chapter such individual charges as he may incur for optional goods and services furnished by the Chapter, such special assessments as the Chapter may levy upon its members, and such pledge fees, initiation fees, building fund fees, and international dues as are customarily charged by the Chapter. Such charges, assessments, and fees shall be paid as may be determined by the Chapter.
8. Resident will notify the House Corporation Treasurer in writing, at least ten (10) days before rent is due of any delay in payment and come before the House Corporation at its next meeting. Failure of Resident to pay within ten (10) days of due date, will subject the Residents unpaid balance to a 15% late fee being assessed. Should the Residents account go further unpaid, the House Corporation will file with collections and will pursue legal action.
9. This contract is for giving space in the Chapter House and for not any particular room. The House Corporation reserves the right to assign the Resident to a room and to change his room assignment. If the Resident is occupying a multi-occupancy room, the House Corporation reserves the right to assign and change his roommate.
10. The Resident shall use the Chapter House only for residential purposes and shall not conduct any business or commercial enterprises therein. The Resident shall comply with all local, state, and federal laws, ordinances, and regulations with the rules and regulations, its House Corporation, the Fraternity, and Vincennes University.
11. The Resident shall not paint his room without prior written consent from the House Corporation. The Resident shall not affix items to the doors of his room. The Resident shall not drive any nails or screws into the woodwork, walls, or ceilings of his room and shall be responsible for any damage caused by items affixed thereto.
12. Damage to a room or its furnishings beyond ordinary wear and tear will be charged to the Residents occupying the room. Damage to rooms or property used in common with other Residents will be charged all such Residents equally. If responsibility for damage is acknowledged by one or more Residents, the damage will be charged to such Residents. Each Resident is responsible for his guests. Please paragraph #6 for more information.
13. Cooking is prohibited in individual rooms; the Residents occupying a room may, however, keep and use therein a small, bar-type refrigerator and/or microwave. No other major electrical appliance shall be kept or used in an individual room. Electric space heaters, and humidifiers are specifically prohibited.
14. Waterbeds shall not be kept or used in the Chapter House.
15. Smoking of any kind is prohibited in the Chapter House. This includes tobacco, hookah, or any other substance. Smokers may be fined up to \$200.00 and residency may be terminated for violating this policy.
16. Tampering with fire alarm systems, alarm pull stations, smoke detectors, fire extinguishers, and safety equipment is prohibited. Doing so will result in a \$500.00 fine.
17. The Resident shall not keep on the chapter house premises any item of a dangerous, flammable or explosive character that might unreasonably increase the danger of fire or explosion on the Chapter House premise or that might be considered hazardous or extra hazardous by any responsible insurance company.
18. Illegal use of alcoholic beverages is prohibited. Individuals who are of legal drinking age may drink only in the privacy of their assigned room. Kegs are strictly prohibited. The House Corporation reserves the right to allow the Chapter House to become 'wet' for the purpose of House Corporation and/or Alumni Association sponsored events.
19. Any illegal use, possession or trafficking of drugs or paraphernalia is strictly forbidden. Residency will be terminated for violating this policy.
20. Weapons of any kind are not permitted in or on the Chapter House premise.
21. Candles (with or without wicks), incense, fireworks, halogen lamps, etc., pose possible fire hazards and are prohibited.
22. Quiet hours should be observed from 12 am to 8 am. Courtesy hours should be observed 24-hours per day. Noise, from any source, at all times, must be maintained at levels where they will not infringe upon the study or sleep habits of others.
23. Rooms should be kept locked when not occupied. The House Corporation accepts no responsibility for lost, stolen or damaged articles.
24. Loss of room key will cost \$25.00 for replacement key and lock change.
25. Pets of any kind are not permitted on Chapter House premises. A minimum of \$300.00 fine will automatically be charged to your account for allowing animals in your residence.
26. House Corporation personnel may inspect and conduct health and safety checks in all residential rooms periodically for damages and policy violations/safety concerns. They also reserve the right to enter the privacy of a student's room or living facility in case of emergency (such as fire, health emergencies, probable violations of Fraternity policy, etc.).
27. This Contract is made with reference to and shall be construed in accordance with the State of Indiana, in which state it shall be performed by the parties. Any action arising under the terms and conditions of the Contract may be brought in any local, state, or federal court located in the County of Knox, State of Indiana, having jurisdiction of the subject matter, and the undersigned parties hereby consent that any such court shall have personal jurisdiction over them with respect to any such action.

The Alpha of Sigma Pi House Corporation reserves the right to cancel this Housing Contract at any time with NO REFUNDS if policy is violated.

IN WITNESS WHEREOF, the House Corporation, the Resident, and the Resident's undersigned parent(s) or legal guardian(s) have caused this Contract to be executed

Date: _____

By: _____
ALPHA OF SIGMA PI HOUSE CORPORATION

Resident: _____

Parent(s) or Guardian(s): _____

Parent/Guardian Information (Please Print)

Name(s): _____

Home Telephone Number: _____ () _____

Home Address: _____

Mobile Telephone Number: _____ () _____

Email Address: _____