Graduate Housing Lease Agreement

This guide has been created as a quick reference to answer questions you may have about your lease agreement. You and your guests are responsible for knowing these policies and all other distributed and posted policies. Housing Policies are outlined in your lease agreement. These rules are in place for your safety and security, as well as for the maintenance and benefit of the buildings. For a complete list of policies, review your Housing Contract and the General Provisions for Student Occupancy. The following is an abbreviated version of that information:

Terms of Lease

You have signed a lease for a designated amount of time. You are responsible for your apartment for the duration of your lease, and subleasing is not permitted. Near the end of your lease agreement, you will receive information from the Office of Residential Services regarding your intent to extend the lease or vacate the apartment. It is your responsibility to respond in a timely manner.

Cleaning
Residents are responsible to keep apartments clean, especially bathrooms and kitchens. This is important for the health and safety of all residents. Uncleanliness can lead to mold and bug concerns; excessive clutter is a fire code concern. If a problem arises from a resident not maintaining an appropriate level of cleanliness, the resident may be liable for the cost of cleaning the apartment.

Damages
Residents will be held responsible for any damage in their apartments and common areas.

Decorating
- Nails, screws, shelves, or any other permanent decorations are prohibited.
- Painting and wall papering are not permitted.

Entry
Authorized personnel have the right to enter your apartment in order to repair or inspect for maintenance reasons, for conduct or safety reasons, or if there is cause to believe that a University violation is being or has been committed.

Fire Safety
- Fire Equipment should only be used in an emergency. Do not tamper with or disable any equipment unless it is necessary for safety. This is against the law.
- Nothing can be attached to or hanging from the ceiling.
- Everyone must vacate the building if the fire alarm sounds.
- Fire and life safety inspections are completed on a regular basis.

Hallways and Stairs
Common areas in buildings must remain clear of all personal belongings at all times. This policy is required by Fire Code.

Laundry
There are laundry rooms available for residents. Please refrain from doing laundry after 10:00 p.m. in consideration of residents who live next to laundry rooms.

Clothes should be dried in a clothes dryer, inside your apartment (not in the window), or on the clothesline behind the buildings. Please do not lay clothes on bushes outside or run a clothes line from your window.

Mail
Every resident is assigned a mailbox when they move into the apartment. Mailboxes are located outside the buildings. You were provided a key and mailbox number upon check-in. Please be sure to put your name in the mailbox and check for mail on a regular basis. (Saucon Village) Your electric bill will be delivered to this mailbox.

Outside the Building
All personal property should remain inside your apartment or in your assigned storage space if applicable. Bicycles can be stored at bicycle racks; however they should not be left on sidewalks or in the grass. Children’s toys, strollers, and other personal belongings must be kept in your apartment.

Parking and Driving
The speed limit is 15 mph on campus. Residents are required to register vehicles with Parking Services. You can purchase passes for guests at Parking Services.

Rent Payment
Rent is due the first of every month. It is payable online or in person at the Office of the Bursar.

Roommates, Family and Guests
Residents are responsible for the actions of their guests. Guests remaining on campus longer than two weeks are considered roommates and must have permission from the Office of Residential Services. (Saucon Village) Overnight guests in Packer House and 230 W Packer House are permitted to stay no more than 3 nights in a 30 day period with advance permission from Residential Services.

Safety and Security
- Lock your doors.
- Do not prop doors.
- Carry your keys and ID.
- All roommates must have an ID issued by Lehigh University.
- Do not let unknown people into your building.
- Report any maintenance concerns with locks/doors immediately.

Restricted Items
All prohibited items will be confiscated.
- Ammunition
- Candles
- Charcoal (pallet)
- Cooking appliances outside of the kitchen
- Darts
- Dishwashers
- Door Hangers on exit doors
- Electric Blankets
- Exterior Antennas
- Fireworks
- Flammable and Combustible Materials
- Halogen Lamps/Bulbs
- Incense
- Lighter Fluid
- Martial Arts Weaponry
- Paintball Guns
- Pets (except non-predatory fish)
- Pools/Waterslides
- Portable Heating Units
- Power Strip or Adapter without Surge Protector
- Satellite Dishes
- Slingshots
- Smoke Machines
- Space Heaters (all personal types)
- Water Balloons
- Washers/Dryers
- Waterbeds

Prohibited Activities
- Creating excessive noise
- Dropping, throwing, hanging, or shooting objects from windows
- Experimenting with chemicals
- Open burning
- Snowball fights
- Playing sports inside
- Playing with fire
- Propping doors
- Removing University property
- Sleeping in lounges/public areas
- Smoking inside buildings
- Smoking closer than 15 feet from buildings
- Soliciting
- Storing items in the hallway
- Using, possessing, or selling illegal drugs and/or paraphernalia
- Using power tools
- Vandalizing
- Water fights
- Washing/Repairing/Storing Vehicles

For more information about these policies and other housing concerns, find us online:
http://financeadmin.lehigh.edu/content/graduate-housing-resources @LUHousing

Questions or concerns regarding this information can be directed to the Office of Residential Services.

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