

RESIDENT CLEANING AGREEMENT - SINGLES

APARTMENT#

Directions: Before the first person checks out of your suite, please equitably assign common area cleaning tasks to all suitemates. The entire suite must be clean by the time the last person checks out. Residents who do not complete their assigned tasks will receive the entire cleaning charge for that task. Once an area is cleaned and checked-out, that area must stay clean or charged will incur. Any disputed charges will be charged to the entire suite. If you make changes to this form, contact your RA. ***This form needs to be returned to your RA by end of May. Failure to return this form will result in each resident being charged equally for all damages/cleaning to the common areas of the apartment.***

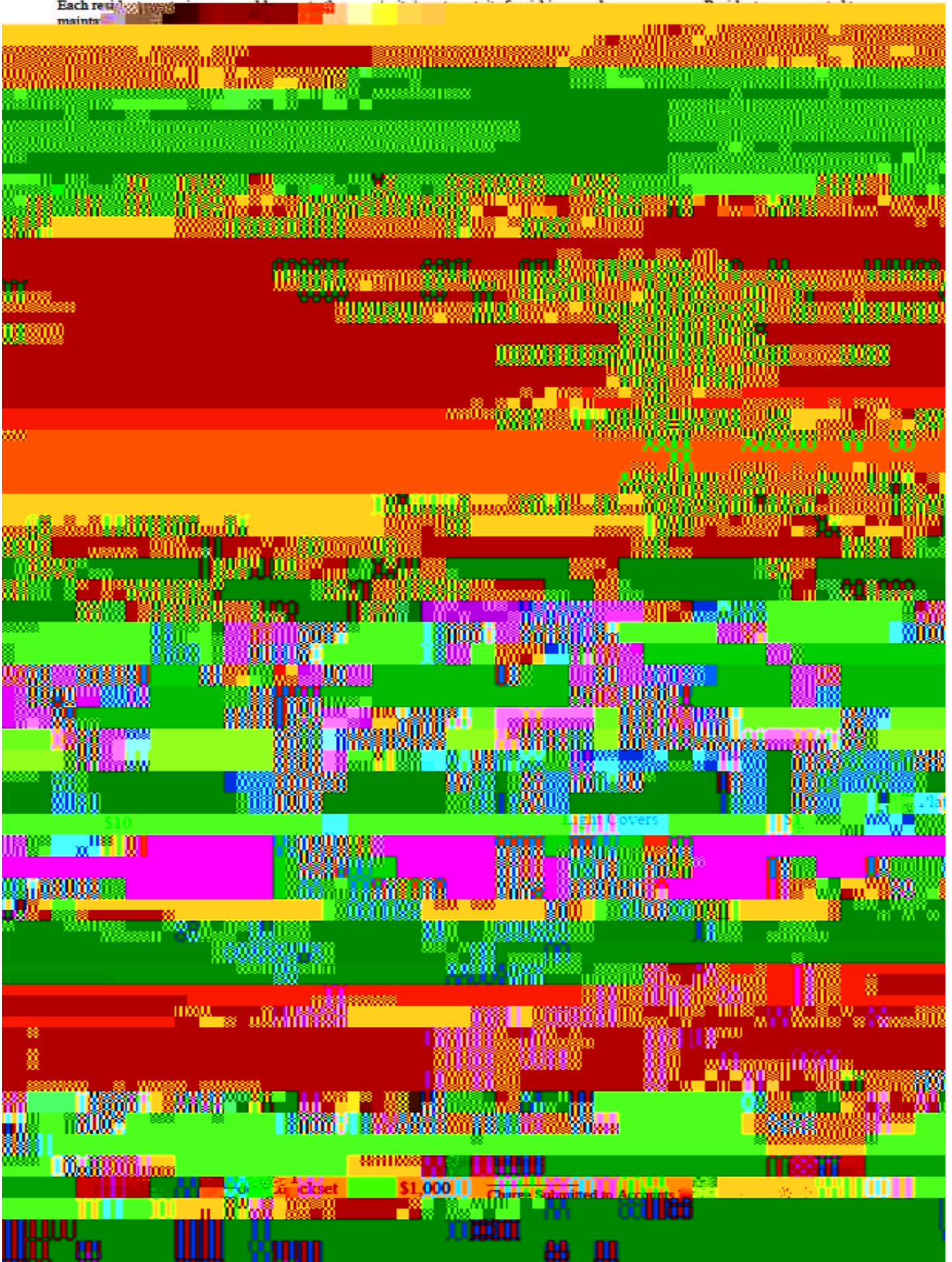
Write the resident's name(s) next to the room they are assigned to.

****Please refer to Damage and Repair Charge Sheet on the reverse side of this sheet.** Damage Claim Form is available for residents who would like to claim responsibility and take ownership of fee.
****Residents are responsible for cleaning their side of their bedroom.**
****Residents may not leave anything behind (including food, hangers, dishes, etc.).**
**** THROW AWAY ALL FOOD.**
****All trash/recycling must be taken to the dumpster and placed INSIDE a dumpster, not on the ground.**
****Remember-all residents must be checked out by Friday, June 8 at 2 pm. Failure to checkout by this time will result in a \$50 Improper Check-out fee + Additional Charges.**

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|-------------------|-------|------------|-------|-------|-------|
| ‡ | _____ | k | # | _____ | _____ |
| Resident #1 Name: | _____ | Signature: | _____ | Date: | _____ |
| Resident #2 Name: | _____ | Signature: | _____ | Date: | _____ |
| Resident #3 Name: | _____ | Signature: | _____ | Date: | _____ |
| Resident #4 Name: | _____ | Signature: | _____ | Date: | _____ |

DAMAGE AND REPAIR CHARGE SHEET

Each room
maintains



Additional at minimum \$50 Cleaning Charge per room that is not cleaned.