Butler University Residence Life - Apartment Village, Butler Terrace, University Terrace

Storage Form

All four residents must be contracted to live in the above noted apartment for the upcoming fall semester.

For this option we, the undersigned, are contracted to live in the noted apartment and bedrooms for the upcoming fall semester. We understand that we are able to leave our belongings in the apartment during the time between when we check out for spring semester and check in for fall semester. There is no charge for this storage.

We agree that all perishable food items will be removed from the apartment and that the refrigerator and freezer will be left empty. The apartment must be clean and free of trash and clutter. All electronic items must be unplugged.

We understand that Maintenance Services will not be entering the apartment unless specific work issues arise. Furthermore we understand that Housekeeping will not be cleaning the apartment and that we are responsible for making sure it is clean before we leave. However, the apartment will be checked for safety after we check out.

We agree to check out with either an Express Check-out form or by scheduling an appointment with an apartment staff member before we leave and we understand we must turn in our keys. If a key is not turned in upon check out, that individual will be billed $250 for an apartment key replacement.

We hereby release Butler University from responsibility for all the belongings that we have left in storage in our apartment in AV/BT/UT. We understand that Residence Life and Butler University are not responsible for the theft, loss, or damage of our belongings.

Resident 1:
Print Name:                       Student ID#:               Bedroom:________________

Check Out Date:                   Cell phone:                  Home phone:________________

Signature:                       Date:________________________

Resident 2:
Print Name:                       Student ID#:               Bedroom:________________

Check Out Date:                   Cell phone:                  Home phone:________________

Signature:                       Date:________________________

Resident 3:
Print Name:                       Student ID#:               Bedroom:________________

Check Out Date:                   Cell phone:                  Home phone:________________

Signature:                       Date:________________________

Resident 4:
Print Name:                       Student ID#:               Bedroom:________________

Check Out Date:                   Cell phone:                  Home phone:________________

Signature:                       Date:________________________

Please retain a copy of this agreement for your records.