Linen and Care Package Agreement – Conference Services 2014

Student Name: **Student Number:**

Arrival Date: **Departure Date:**

Linen Package Rental Information

If you purchase a care package it includes the use of linens. You can sign out bed linens on arrival for your use during your stay. The student is responsible for laundering the linens. The $50 charge is only for the use of the linens during your stay on campus. If you do not return and sign the linens in a $100 charge will be applied to your student account.

The package includes: 1 top sheet, 1 bottom sheet, 1 pillow, 1 pillowcase, 1 blanket, 1 comforter

Care Package Information
These items are yours to keep during and after your departure

-dinnerware (1 cup, 1 cereal 1 bowl, 1 plate, 1 glass, 1 knife, 1 fork, 1 spoon)
-cookware (1 frying pan, 1 pot with lid, 1 cutting knife, 1 spatula)
-cleaning supplies (1 small dish soap, 1 wash cloth, 1 drying towel)
-1 roll of toilet paper, 1 bar soap, 1 large garbage bag, 1 small garbage bag, 3 hangers

Terms and Conditions

___ initials –I understand that the linens provided to me are only for use from my arrival date to my departure date.

____initials - When I check out of my room and return my keys I understand that I must return the linens only to the desk. I am able to retain all of the items from the care package. If the linens are not returned to the desk, there is an additional fee of $100 that will be charged to my student account.

___initials – I understand that I am responsible for cleaning my linens and my room and house. There are no housekeeping services available.

By signing below I acknowledge the above terms and conditions of the linen and care package.

_____	_____	_____
Signature of Student	Date	Front Desk Staff Member

Office Use Only

Linen Return Date and Time

_____	_____	_____
Date and Time	*Student Signature*	*Front Desk Staff Signature*