Contract terms and information for you to consider prior to completing the University Housing Kenilworth Contract

KENILWORTH SQUARE APARTMENTS
CONTRACT & GUIDEBOOK
2022–2023

Contract terms and information for you to consider prior to completing the University Housing Kenilworth Contract
WELCOME HOME!

Congratulations on your plans to attend the University of Wisconsin-Milwaukee! We are excited that University Housing could be your home for the 2022-2023 academic year!

In University Housing, we care about you and your success inside and outside the classroom and will support you as you navigate your college experience. Our mission and values speak to our investment in your success as a student. Our mission is to enhance our community members’ cultural understanding, leadership skills, academic success, social connections, and social responsibility by creating safe, comfortable, and well-maintained living-learning environments that inspire growth and development. As a resident, you will see our I-CARE values of inclusivity, community, adaptability, responsibility, and excellence reflected in our work and our University Housing communities.

Thank you for your interest in University Housing!

Arcetta Knautz, Housing Director

CONTACT US

Address: 3400 N. Maryland Avenue Sandburg Hall, Room C100 Milwaukee, WI 53211

Phone: 414.229.4065
Fax: 414.229.4127
Email: university-housing@uwm.edu

Hours: Monday –Friday 8:00am–4:30pm (except state holidays)

Web: uwm.edu/housing
Instagram: @uwmreshalls
Twitter: @uwmreshalls

CONTRACT TIP

We have a great staff of people ready to answer any questions you may have about the contract or the assignment process.
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## KEY DATES TABLE

<table>
<thead>
<tr>
<th>FALL 2022</th>
<th>SPRING 2023</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>June 1</strong></td>
<td><strong>Dec 1</strong></td>
</tr>
<tr>
<td>Contracts must be canceled PRIOR TO this date if you wish to recoup $250 of your $300 deposit. Refer to Section E: CONTRACT CANCELLATION FOREFEITURE SCHEDULE</td>
<td></td>
</tr>
<tr>
<td><strong>June 1</strong></td>
<td><strong>Dec 15</strong></td>
</tr>
<tr>
<td>Deadline for contracts to be completed in order to be eligible for the first room assignment lottery. Contracts must be completed by 11:59pm to be part of the first lottery.</td>
<td></td>
</tr>
<tr>
<td><strong>July 31</strong></td>
<td><strong>Dec 31</strong></td>
</tr>
<tr>
<td>Contracts must be canceled <strong>ON OR before this date</strong> if you wish to recoup $150 of your $300 deposit. Early contract cancellation after this date will forfeit $250 of the $300 deposit.</td>
<td></td>
</tr>
<tr>
<td><strong>Dec 31</strong></td>
<td><strong>Jan 6</strong></td>
</tr>
<tr>
<td>Last day for residents to move out of University Housing IF they plan on leaving UWM at the end of Fall/Semester I. Please notify University Housing as soon as possible if you know you are not returning for Spring/Semester II. Refer to Section E: Contract Cancellation.</td>
<td></td>
</tr>
<tr>
<td><strong>July 8</strong></td>
<td><strong>Aug 1</strong></td>
</tr>
<tr>
<td>The first batch of assignments are typically released via the MyHousing website after 12pm (noon) on the Friday of the first full week of the month. Students use their MyHousing account to access their room assignment, as well as their move-in appointment.</td>
<td></td>
</tr>
<tr>
<td><strong>Aug 1</strong></td>
<td><strong>Jan 1</strong></td>
</tr>
<tr>
<td>Deadline for Early Arrival applications (for those students who are required to be on campus for official university business prior to their assigned move-in date/time). The earliest arrival move-in date that can be requested is August 20/January 15. <strong>Early Arrival Applications received after this date may be denied without review.</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Aug 30</strong></td>
<td><strong>Jan 19</strong></td>
</tr>
<tr>
<td>Deadline for early contract cancellations to be received for non-early arrivals. If your assigned date of entry is <strong>on or before August 30/January 19</strong>, you must submit a cancellation request form at least 24 hours prior to your assigned date of entry if you wish to recoup $50 of your $300 deposit.</td>
<td></td>
</tr>
<tr>
<td><strong>Sept 1</strong></td>
<td><strong>Jan 21</strong></td>
</tr>
<tr>
<td>Semester I and Semester II Move-In Dates. For Semester I move-ins, please refer to your MyHousing(uwm.edu/myhousing)portal for your specific Assigned Entry.</td>
<td></td>
</tr>
<tr>
<td><strong>Sept 6</strong></td>
<td><strong>Jan 23</strong></td>
</tr>
<tr>
<td>First day of class</td>
<td></td>
</tr>
<tr>
<td><strong>Last day of housing contract. All residents must vacate no later than 12:00pm noon.</strong></td>
<td><strong>May 31</strong></td>
</tr>
</tbody>
</table>
A LETTER FROM FINANCIAL AID

Our staff is available to help take the challenge out of financing a college education and help you through the financial aid process. We are confident you will find UWM very affordable as you compare your out-of-pocket costs with other colleges. Please keep the following in mind:

FILE THE FAFSA—The 2022-23 FAFSA became available on October 1, 2021. You will use 2020 tax information to complete it. This means you already have all the information you need to complete your FAFSA for next year. Apply online at www.fafsa.gov as soon after October 1st as possible—a number of financial aid programs have limited funds. List UWM’s school code (003896) and use the IRS Data Retrieval Tool.

BUDGET—The Financial Aid Office estimates your costs, but it is important for you to set up your own individual budget. Final tuition costs are not available until mid-to-late summer, but there is a lot of information available to you now. Do not wait until August to develop your financing plan. Look at prior semesters’/years’ costs and use them as an estimate. Check out the UWM Total Cost Estimator - a GREAT tool found at uwm.edu/cost-estimator.

Once you know your costs and how much you have from your personal resources (savings and income from work) as well as financial aid options, you should have some idea of how much you may still need in additional resources. Read about Parent PLUS Loans and Private Alternative Loans in the loan section of uwm.edu/additionalaid.

EMAIL AND PAWS—Monitor your UWM email address and your PAWS account. UWM communicates with students via email throughout the year. You are encouraged to review your UWM assigned email account and PAWS account routinely. If you have missing campus documents, you can see what they are in your PAWS ‘To Do’ list in the Student Center of your PAWS account at PAWS.uwm.edu.

READING & UNDERSTANDING YOUR UNIVERSITY HOUSING CONTRACT & UNIVERSITY HOUSING CONTRACT GUIDEBOOK

What follows is your UWM University Housing Contract Guidebook. This Guidebook contains a copy of the Contract you will complete and sign online if you wish to live in Kenilworth Square Apartments. In addition, this Guidebook explains some of the key Contract terms in further detail and provides additional information you need to know to apply to and live successfully in campus housing. It includes important information about deadlines, housing preferences, expectations, and your financial obligations. Once you submit your Contract online, you are legally bound by the Contract and this Guidebook, even if you do not pay your Contract deposit payment. Because of this, we strongly encourage you to review this Guidebook and the Contract terms carefully and make sure you understand them before submitting your Contract. You are also required to follow the Resident Handbook, which can be found here: uwm.edu/housing/policies/behavior-process.

COVID-19: As you know, at this time, the country, including southeastern Wisconsin and the Milwaukee area, is experiencing a COVID-19 outbreak. Living in campus housing could increase your risk of contracting COVID-19. By submitting your Contract, you are acknowledging you understand this risk.

CONTRACT & DEPOSIT SUBMISSION

Detailed instructions to access your online Contract will be emailed to you! Once you receive that email, you can submit your 2022-2023 University Housing Kenilworth Square Apartments Contract (uwm.edu/myhousing)! Your Contract access will be live through the date indicated in your emailed instructions. You are required to complete a "My Emergency Contacts" form via your MyHousing account prior to accessing your Contract.

June 1st is the priority deadline for Contract submission and the initial lottery assignment process for Fall/Semester I.

To access the online Contract:
1. Visit uwm.edu/myhousing.
2. Log in using your E-Panther ID and password.
3. Complete your Emergency Contact information (link in left side menu).

4. Under the 2022-2023 University Housing Kenilworth Contract header, click the link to select and complete your Contract.

5. After you have submitted your Contract, save or print the confirmation page and email for your records.

6. You should also save or print your submitted Contract PDF which is located on the home page of your MyHousing account.

University Housing will email you confirmation when your Contract is successfully submitted. A $300 deposit will be posted to your PAWS account within three business days after UWM’s receipt of your online Contract. This $300 deposit must be paid in full in your PAWS account or your housing assignment may be withheld. The Contract will become legally binding once it has been submitted online regardless of whether your $300 deposit has been paid or received.

**CONTRACT TIP**

Once you submit your Contract online, you are legally bound by the Contract and this Guidebook, even if you don’t pay your Contract deposit payment.

### PREFERENCES & PREFERENCE CHANGE INSTRUCTIONS

As you complete your online Contract, you will be able to indicate preferences for the following:

- Room/Apartment Type
- Roommate Preferences
- Personal Habit Preferences

Please be aware that you can change any of your preferences as many times as you want until the Preference Deadline on May 31, 2022 (Fall/Semester I entry) or December 31, 2022 (Spring/Semester II entry).

**To change a preference after Contract completion:**

1. Visit [uwm.edu/myhousing](http://uwm.edu/myhousing).
2. Log in using your E-Panther ID and password.
3. Click on “Contract Preference Updates.”

### HOUSING LOTTERY & ASSIGNMENTS

June 1st is the priority deadline for Contract submission and inclusion in the initial lottery assignment process. Contract preferences will lock on this date. The results of the priority assignment lottery will start to be posted in the month of July and will continue through September for Fall semester and January for Spring semester. University Housing assignments will be posted to your MyHousing account for your review. More details will be provided on our website regarding the check-in process as move-in approaches.

### KEY CONTRACT TERMS & INFORMATION

A copy of the Contract you will sign and submit online is included at the end of this Guidebook. What follows is an explanation of some of the key Contract terms, as well as additional information that will apply to you if you apply for or live in campus housing. The terms of this Guidebook are incorporated into the Contract so in addition to the Contract terms, you will also need to understand and comply with this Guidebook. Failure to read or understand your Contract or this Guidebook does not excuse you from complying with the provisions contained in it. Further, failure to move into or use your assigned room does not alter your obligations under your Contract.

### A. ELIGIBILITY TO RESIDE IN KENILWORTH SQUARE APARTMENTS

As discussed in section A of the Contract, to be eligible to reside in Kenilworth Square Apartments:

1. **Enrollment.** You must have a home-campus designation of Main/Milwaukee and meet one of the following by your Assigned Entry Date: (a) an enrolled UWM junior, senior or graduate student, (b) an enrolled UWM student who is twenty-one (21) year of age or older by September 1, 2022; (c) an enrolled UWM student determined to be eligible to live in KSA by the Director or designee of University Housing; or (d) a UWM faculty/staff member. Students must be registered for at least six credits or otherwise determined to be eligible by the Director of University Housing.
Your enrollment eligibility status, if applicable, will be checked initially on August 1, 2022, for Semester I and January 1, 2023 for Semester II entries. If you are not enrolled as of August 1, 2022/January 1, 2023, University Housing may cancel your Contract due to ineligibility. University Housing may also cancel your Contract at any time if you are registered for, or your credit load is reduced to, five credits or fewer. You can appeal an ineligibility determination by providing proof of extenuating circumstance to university-housing@uwm.edu.

2. Disclosure of Convictions or Conduct Violations. As discussed in section A.2 of the Contract, eligibility to live in University Housing Facilities may be affected by your past or current criminal convictions or student conduct violations, particularly if you may pose a risk to other residents. UW System Administrative Policy 136 (which can be found here: wisconsin.edu/uw-policies/uw-system-administrative-policies/required-disclosures-for-participation-in-certain-uw-system-services-and-programs) requires you to disclose certain felony pleas and convictions as well as expulsions, dismissals and suspensions resulting from post-high school non-academic misconduct prior to living in University Housing Facilities. Specifically, you must disclose the following:

• any prior felony pleas or convictions in which the student was treated as an adult during the proceeding; and
• non-academic postsecondary disciplinary violations that resulted in expulsion, dismissal, or suspension.

UWM reviews such disclosures to evaluate whether you are eligible to live in University Housing Facilities. Such disclosures are initially made in your online Contract; however, students residing in University Housing have a duty to update these disclosures online (via uwm.edu/myhousing) in the event they are convicted of a felony or subject to suspension or expulsion resulting from non-academic misconduct after their Contract has been submitted. Failure to update a disclosure may constitute grounds for cancellation of your University Housing Contract.

You will be provided an opportunity to provide further details and explanation regarding your required disclosures. Disclosures will be evaluated by a committee to determine eligibility and do not automatically prevent students from living in University Housing Facilities. A negative committee decision may be appealed within 10 days after it is issued. An appeals officer will evaluate such appeals and issue a final, non-appealable decision.

3. Vaccination. Wisconsin law (Wis. Stat. §36.25(46)) requires students who reside in University Housing Facilities to affirm whether they have received vaccination against meningococcal disease and hepatitis B, and to provide the dates of vaccination, if any.

4. Hygiene. While living in University Housing Facilities, you are responsible for your own self-care including appropriate personal hygiene, physical and mental health, management of medical conditions or illnesses, and other personal needs. You are expected to utilize the various resources available to you to provide this care for yourself. If you are unable to meet these self-care expectations and/or you cause harm to yourself or others, you may be asked to adhere to an action plan and/or vacate University Housing Facilities.

■ B. FEES & PAYMENTS

As described in section B of the Contract, you must pay UWM all applicable housing fees for the type of room/apartment assigned to you by University Housing at the rates detailed in the applicable 2022-2023 Rate Schedules. The room rates printed below are the rates for 2021-2022 academic year and are provided for information purposes only. You should be prepared for a 2-3% increase from the 2021-2022 rates. The approved 2022-2023 Rate Schedule will be posted on the University Housing webpage (uwm.edu/housing) in Summer 2022, and applicable rates will be posted to your PAWS account if you are a student.
KENILWORTH SQUARE APARTMENTS

<table>
<thead>
<tr>
<th>UNIT TYPE</th>
<th>COST PER MONTH TOTAL</th>
<th>COST PER MONTH TWO PEOPLE</th>
<th>COST PER MONTH THREE PEOPLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 BEDROOM APARTMENT</td>
<td>$1,093</td>
<td>$546.50 per person</td>
<td>N/A</td>
</tr>
<tr>
<td>1 BEDROOM UPGRADE</td>
<td>$1,136</td>
<td>$568 per person</td>
<td>N/A</td>
</tr>
<tr>
<td>2 BEDROOM APARTMENT</td>
<td>$1,394</td>
<td>$697 per person</td>
<td>N/A</td>
</tr>
<tr>
<td>2 BEDROOM UPGRADE</td>
<td>$1,460</td>
<td>$730 per person</td>
<td>N/A</td>
</tr>
<tr>
<td>3 BEDROOM APARTMENT</td>
<td>$1,818</td>
<td>$909 per person</td>
<td>$606 per person</td>
</tr>
<tr>
<td>3 BEDROOM UPGRADE</td>
<td>$2,019</td>
<td>$1,009.50 per person</td>
<td>$673 per person</td>
</tr>
</tbody>
</table>

You are required to submit your $300 Deposit with your Contract. Failure to pay the deposit does not void a submitted contract. Your Deposit will be credited to your PAWS Account, less the $50 non-refundable portion, in June 2023 for successful completion of your Contract.

As described in section B of the Contract, for students each semester’s monthly charges are posted to your PAWS account at the beginning of that semester, and an online Statement of Account will be available on your PAWS account; you will not receive a paper bill. Payments for each month are due by the 5th of that month. If you are not a UWM Student, you will receive a monthly statement via email.

Failure to make payment under this Contract may result in some or all of the following: a "hold” being placed on your PAWS account which could restrict your enrollment and receipt of records/transcripts; denial of room reassignment requests; Contract cancellation/eviction; any other action permissible by applicable law or regulation and/or UWM or UW System rules, policies and procedures.

To view your Statement of Account, navigate to the Finance Section on your Student Center page in PAWS. Click the link “View Billing Statement” to display your statement in PDF format. You may need to temporarily allow pop-ups in order for the statement to appear, and you will need Adobe Acrobat 7.0 or higher. (A link for a free download of Adobe Acrobat will display after clicking on "View Billing Statement.”) You can print this statement or save it as a file on your computer. If you plan to mail your payment to UWM, you must print the statement and include the payment coupon from the statement with your payment.

General questions regarding charges in your PAWS account and their respective due dates should be directed to the Bursar Office at: (414) 229-4914 or bursar@uwm.edu. Specific questions regarding housing and/or meal plan charges may be directed to the University Housing Office at (414) 229-4065.

Your deposit will be credited to your PAWS account, less the $50 non-refundable portion, in June 2023 for successful completion of your Contract.
Section C of the Contract describes the term or dates of your occupancy.

Your Contract is for the **2022-2023 Academic Year**, and it becomes effective on the date it is submitted to University Housing. Contracts are offered for the entire academic year (Fall/Semester I and Spring/Semester II) or Spring/Semester II-only. **There is no Fall/Semester I-only Contract.**

Unless otherwise approved in writing by University Housing, your occupancy period begins on your assigned entry or move-in date. **This is your Assigned Entry Date.** You will be notified of your Assigned Entry Date via your MyHousing portal (uwm.edu/myhousing). For most residents, your Assigned Entry Date will be September 1, 2022, for Semester I (Fall 2022) or January 21, 2023, for Semester II (Spring 2023); however, some residents may have a different date assigned to them, including an early arrival date (see below).

Your occupancy period ends on the earlier of:

i. the date on which the Contract is cancelled;

ii. May 31, 2023, no later than 12:00pm.

**This date is your Occupancy End Date.**

Residents continuing in the same room from Semester I to Semester II are not required to remove belongings. Services (e.g. housekeeping and meals) may be reduced or suspended during recess periods. Other special rules/policies may be in effect during recess periods.

**D. EARLY ARRIVAL**

If you are required to be on campus prior to the semester start date which is September 1, 2022 for Fall/Semester I or January 21, 2023 for Spring/Semester II, for academic or university employment purposes, you may request early arrival in writing by using the Early Arrival Request Form found on University Housing’s website at uwm.edu/housing. Your requested Early Arrival Date should be no more than 24 hours in advance of the date you need to be on campus. If your request is approved, this will become your Assigned Entry Date.

The Early Arrival Request Form should be submitted to University Housing no later than August 1, 2022, for Fall/Semester I and January 1, 2023, for Spring/Semester II. Early Arrival Requests received after these dates may be denied without review.
Please note that:

1. Requests should not be made for earlier than August 20, 2022 for the Fall/Semester I or January 15, 2023 for the Spring/Semester II;
2. University Housing may require/request additional documentation in support of your Early Arrival Request;
3. A temporary room may be assigned to you if your academic year room is not available for the requested dates;
4. You will be assessed a prorated fee, based on your assigned room type, for each day you requested to arrive prior to the relevant Semester Housing Start Date. Early arrival fees will not be reduced if you cancel or change your Early Arrival Request after it has been approved; and
5. University Housing reserves the right to deny any Early Arrival Request for any reason.

E. CONTRACT CANCELLATION
Cancellations must comply with the terms of section E of your Contract.

Under certain circumstances you or University Housing may cancel your Contract. When and why your Contract is cancelled determines whether you will receive a portion of your deposit back as well as any additional financial obligations you may have to UWM.

1. Cancellation by University Housing. University Housing reserves the right to deny issuance of a Contract or cancel an existing Contract at any time if you:
   a. lose eligibility (for example, reduce enrollment to five credits or fewer, fail to enroll, are deemed ineligible under UWS Administrative Policy 136, etc.);
   b. have an overdue debt to UWM or University Housing and/or have a record of past failure to meet financial obligations to UWM;
   c. have failed to properly complete or have misrepresented information in your Contract;
   d. have failed to submit required deposits/documents;
   e. have demonstrated by past or current behavior, an unwillingness or inability to fulfill the conditions of your Contract;
   f. have demonstrated by past or current behavior that your presence in University Housing Facilities may pose an unreasonable risk to yourself or others;
   g. fail to retrieve room keys and/or move into your assigned room;
   h. engage in inappropriate actions and/or behavior;
   i. fail or refuse to maintain your assigned room in good condition;
   j. fail to comply with your Contract and this Guidebook, as well as rules or regulations or policies listed or referred to in your Contract and this Guidebook, including the Resident Handbook, and other applicable laws or regulations and/or UWM and UW System rules, policies or procedures; or
   k. cease to be a UWM student in good standing (for example, if you are academically dismissed).

2. Cancellation by You. If you wish to cancel your Contract after you have submitted it online, you must submit a Contract Cancellation Request Form to University Housing. The date that you submit this form and your underlying reasons for requesting cancellation will determine whether you receive any of your deposit back as well as your financial obligations to UWM.
   a. Early Cancellation. Your Cancellation Request Form must be received by University Housing at least 24 hours before your Assigned Entry Date OR by August 30, 2022 (Semester I entry)/January 19, 2023 (Semester II entry), whichever comes first, in order for it to be considered an Early Cancellation. This is your Early Cancellation Deadline. You may cancel your Contract for any reason if you do so by your Early Cancellation Deadline.
   b. Standard Cancellation. If you wish to cancel your Contract after your Early Cancellation Deadline has passed, you must complete a Contract Cancellation Exit Interview in addition to submitting a Contract Cancellation Request form to University Housing.
You are responsible for providing proof to University Housing of special circumstances warranting cancellation of your Contract. University Housing, in its sole discretion, may decide whether to grant cancellation of your Contract. Reasons that University Housing may approve cancellation include, but are not limited to, the following:

i. graduation, as long as your requested cancellation date is the same or later than the posted graduation date;

ii. assignment to a UWM-sponsored internship or other program which requires living outside of Milwaukee County;

iii. withdrawal or transfer from UWM;

iv. called to active military duty;

v. not eligible to live in University Housing Facilities due to UWS Administrative Policy 136.

If, following an approved cancellation, University Housing determines that your reason(s) for canceling your Contract was or is no longer valid, your Contract will be reinstated, and you will be responsible for all charges associated with your Contract.

c. Special Circumstances: Cancellation requests submitted between August 31-September 1, 2022, for Fall/Semester I entry or on or before January 19-22, 2023, for Spring/Semester II-only entry are considered standard Cancellations. However, they will generally be approved by University Housing irrespective of the reason given. Fees will apply as detailed below in the Standard Cancellation Fees section.

3. Cancellation Date. If University Housing approves your cancellation request or initiates cancellation for the reasons described above, you will receive written notification electronically and/or by letter which will provide a date by which you must vacate your University Housing Facility. This is your Approved Cancellation Date. You must vacate your University Housing Facility by the Approved Cancellation Date. In the case of a serious violation of laws or regulations and/or UWM or UW System rules, policies and procedures, or a reasonable belief that a threat exists, you may be required to vacate within 24 hours. If your cancellation is due to your withdrawal from UWM, you must vacate within 48 hours of withdrawing from your classes. In the event that you file an appeal, you must still vacate by the Approved Cancellation Date.

Cancellation of your Contract by you or University Housing does not relieve you of any fees and/or charges owed under your Contract except as otherwise expressly provided for in writing in your Contract or this Guidebook.

4. Cancellation Fees & Refunds

a. Failure to Use Assigned Room. You are liable for charges from your Contract submission date until your Contract is cancelled whether or not you are actually in residence or otherwise physically occupy your assigned room. Failure to use an assigned room does not constitute a change in Contract status or alter your financial obligations in any way.

b. Early Cancellation Fees. In the event of an Early Cancellation by you or University Housing, fees will be determined as follows based upon when the Cancellation Request Form was received from you by University Housing or initiated by University Housing, as applicable:

**CONTRACT TIP**

Early Cancellation Deadline is August 30, 2022 or 24 hours before Assigned Entry Date for Fall/Semester I.
2022-2023 ACADEMIC YEAR CONTRACT CANCELLATION DEPOSIT FORFEITURE TABLE

<table>
<thead>
<tr>
<th>Contract beginning Fall 2022-Semester I Entry</th>
<th>Amount Returned from $300 Deposit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prior to June 1, 2022</td>
<td>$250</td>
</tr>
<tr>
<td>June 1 through July 31, 2022*</td>
<td>$150</td>
</tr>
<tr>
<td>August 1 through August 30, 2022</td>
<td>$50</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Contract beginning Spring 2023-Semester II Entry</th>
<th>Amount Returned from $300 Deposit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prior to December 1, 2022</td>
<td>$250</td>
</tr>
<tr>
<td>December 1 through December 31, 2022**</td>
<td>$150</td>
</tr>
<tr>
<td>January 1, 2023, through your applicable Early Cancellation Deadline**</td>
<td>$50</td>
</tr>
</tbody>
</table>

You may cancel this Contract by completing a Contract Cancellation Request Form and submitting it to University Housing. Forms must be received by University Housing at least 24 hours before your Assigned Entry Date OR August 30, 2022 (Fall/Semester I entry)/January 19, 2023 (Spring/Semester II entry), whichever is first to be considered an Early Cancellation. This is your Early Cancellation Deadline. If received later, the request will be processed as a Standard Cancellation.

*Contracts received on or after June 1, 2022, are subject to the same penalty.
**Contracts received on or after December 1, 2022, are subject to the same penalty.

i. **Special Circumstances:** You may also be eligible for a refund of $250 of your deposit in University Housing’s sole discretion; provided, however, that you notify University Housing as soon as possible and that you provide any requested documentation prior to your Assigned Entry Date if:

- You are not able to attend school due to personal illness, family illness, or military obligations; or
- You are not eligible to live in University Housing Facilities due to UWS Administrative Policy 136 (wisconsin.edu/uw-policies/uw-system-administrative-policies/required-disclosures-for-participation-in-certain-uw-system-services-and-programs)

ii. **Standard Cancellation Fees.**

   i. If your cancellation request is APPROVED by University Housing:

   01. Your monthly room charges will be prorated through and including the last day of the month in which you have vacated your assigned room and returned all keys issued to you. This is your Actual Cancellation Date;

   02. You will forfeit your $300 Deposit, and;

   03. You will be billed any applicable room and common area damage charges.

   In addition to the above fees, if your cancellation request was submitted between August 31-September 1, 2022, for Fall/Semester I entry or on or before January 19-22, 2023 for Spring/Semester II-only entry it will be processed as approved if your Actual Cancellation Date falls during this same period. You will also be charged:

   - a $25 cleaning fee if you picked up your assigned room key. This fee applies even if you did not enter or use your room.

   - One (1) day of occupancy if you check in and check out in the same day.

   ii. If University Housing administratively cancels your Contract, or if your cancellation request is NOT APPROVED by University Housing:

   01. Your monthly room charges will be billed through and including the last day of the month in which you have vacated your assigned room and returned all keys issued to you; and 85% of room charges for the remaining duration of the Contract;

   02. You will forfeit your $300 deposit;

   03. You will be billed any applicable room and common area damage charges.
If your contract is cancelled by University Housing due to inappropriate actions and/or behavior, charges will apply as detailed in Section E (4.c.ii).

F. SUSPENSION OF CONTRACT
You are not entitled to a reduction in amounts owed pursuant to your Contract for absences due to extended leaves (e.g. hospital stay, vacations, quarantine) or to suspension of occupancy due to your violation of any law and/or UWM or UW System rules or policies.

University Housing reserves the right to temporarily suspend or cancel your Contract without notice in the event of an emergency or exigency which would make continued operation of one or more University Housing Facilities not feasible and/or would render University Housing Facilities unsafe to persons or property. This includes, but is not limited to, health and safety decisions relating to the COVID-19 pandemic. In such event, refunds, if any, of housing costs and fees already paid, and the status of any remaining payment obligations under the Contract, will be determined by University Housing in its sole discretion.

Restaurant Operations may also suspend operations or change the location of its operations as a result of an emergency, construction, other reasonable university need, or during any recess period. In such event, refunds, if any, of dining plan fees already paid, and the status of any remaining payment obligations, will be determined by Restaurant Operations in its sole discretion.

G. VACATING & ABANDONED PROPERTY
When vacating your room, you must follow the written instructions provided to you (a copy is available at uwm.edu/housing/policies/mid-contract-termination/termination-checklist). This includes returning your keys as designated, removing personally owned or rented furniture and equipment, removing waste and debris, and leaving the room and apartment common areas in an acceptable, clean condition with all furnishings intact. A room inspection by University Housing will serve as the basis for check-out charges or refunds. You will be assessed a service charge if additional housekeeping and/or removal of belongings is required. Any property left in any University Housing Facility after the Occupancy End Date will be removed. If not claimed within seven (7) calendar days after the Occupancy End Date, it will be considered abandoned and will be disposed of accordingly in University Housing’s sole discretion.

H. DAMAGES
You agree to pay for any damages to any University Housing Facility, including for fire, damaged or missing furniture, lost property, or service costs caused by your negligent, intentional or reckless actions and those of your guests. Where two or more residents occupy the same room/apartment and responsibility for damage or loss cannot be ascertained by University Housing, the cost of damage or loss will be assessed equally between or among the residents of the room/apartment. University Housing reserves the right to assess common area damage among residents of any room/apartment/floor/community and/or building.

I. NO LANDLORD-TENANT RELATIONSHIP
The Contract and this Guidebook pertains to dwelling units operated by UWM whose occupancy is incidental to the provision of educational services. Occupancy is contingent on eligibility and good standing at UWM. The Contract only grants a limited and restricted license to occupy a dwelling unit and is not subject to any of the provisions of Wisconsin Statutes Chapter 704 or Wisconsin Administrative Code Chapter ATCP 134.

CONTRACT TIP
At Move-Out, make sure you follow written instructions!

CONTRACT TIP
Unapproved standard cancellation? You would still owe 85% of remaining contract fees.
J. LIABILITY & INSURANCE
UWM, the UWM Real Estate Foundation, Inc., and their officers, employees, and agents (collectively, the "Covered Parties") will not provide reimbursement for you or your guests’ personal property resulting from loss, theft, water damage, vandalism, or any other perils, unless damage results from the acts, omissions, or negligence of a specific University employee.

You agree to hold harmless the Covered Parties from any and all liability, including claims, demands, costs, damages, and expenses of every kind and description (including death) for damages sustained by you or others as a result of your acts or omissions, including those that relate to changes or modifications made by you to your room or furnishings such as bookshelves, partitions, or other structures. This means that you are financially responsible for injury to another party, or damage to their property, as a result of any equipment or items you have constructed, created, or purchased, and that you will pay any resulting claims on behalf of the Covered Parties. You also further agree to accept all such responsibility for your guests and will accompany your guests each time they visit any University Housing Facility.

In light of the above, it is recommended that you have sufficient homeowner’s and/or renter’s insurance in place.

K. FINANCIAL APPEALS
If you believe that you were charged incorrectly, you should contact University Housing immediately to discuss the matter. If the matter remains unresolved, you may file an appeal with the Financial Appeals Committee (see uwm.edu/housing for details on the appeal process). **You have 120 days to file a financial appeal from (i) the date the disputed charge was posted to your UWM PAWS account (if you are a UWM student) or (ii) the date of the University Housing invoice you are disputing (if you are not a UWM student).**

Appeals for charges related to outcomes of the behavior process, such as cancellation of your Contract and applicable cancellation fees, should be submitted through the behavior appeal process as outlined in the behavior sanction letter and may not be eligible for review by the financial appeals committee. Appeals for charges older than 120 days will not be reviewed except as required by law.

L. ROOM ASSIGNMENTS & ROOM CHANGES

Your Contract is for a room as assigned by University Housing in its sole discretion, not for a particular requested room or building.

Residents are randomly assigned to a room, factoring in indicated preferences. Failure to rate any preferences will result in a room assignment based on availability. Continuing Contract holders have the opportunity each spring to participate in returner self-assignment. Popular apartment types may fill during the returner self-assignment process. Residents will be informed of the process and deadlines via UWM email each spring.

Apartment mate preferences must be by mutual request and must be submitted to University Housing by June 1, 2022, for Fall/Semester I and by December 1, 2022, for Spring/Semester II (Semester I roommate preferences can be altered through May 31, 2022, to be included in the first round of lottery assignments). Requests after these dates may not be honored. **Inability by University Housing to honor your assignment preferences, assignments made later in the summer, or an assignment to temporary housing does not void your Contract, nor is it grounds for a release from your Contract.**
University Housing does not discriminate in room assignments or any other decisions on the basis of age, ancestry, arrest or conviction record, color, disability, gender identity/expression, veteran status, marital status, national origin, pregnancy, political affiliation, race, religion, sex, or sexual orientation.

University Housing, in its sole discretion and at any time, has the right to change room or building assignments and to assign roommates. University Housing has the right to assign rooms over their stated occupancy (this is called overflow housing). University Housing also reserves the right to consolidate room assignments based on vacancies.

You may request a room change after the first three weeks (September 19, 2022) of the Fall/Semester I and after the first two weeks of the Spring/Semester II (February 6, 2023), subject to approval by University Housing. A room freeze will also be in effect between Fall/Semester I Study Day (December 15, 2022) and Spring/Semester II (February 6, 2023) to accommodate new Semester II arrivals. You may not change rooms at any time without prior written approval from University Housing. Unauthorized room changes and/or failure to change rooms at a designated time may result in you being required to move back to your authorized assignment, an improper-move charge of $75, and/or disciplinary action.

M. REASONABLE ACCOMMODATIONS
Residents with disabilities who seek accommodations or modifications to a University Housing space (e.g. an accessible shower stall, doorbell with flasher) and/or UWM policies must notify UWM Accessibility Resource Center (ARC) by applying for accommodation and providing supporting documentation online at uwm.edu/arc/apply. University Housing requests that you submit accommodation requests by July 1 for Semester I and January 1 for Semester II in order to maximize the availability of the requested accommodation.

N. RULES AND REGULATIONS
You, your guests (if applicable), and any other guests are required to observe all applicable laws and regulations, and UWM and UW System rules, policies and procedures. This includes, but is not limited to, laws, regulations, policies, procedures and guidance implemented in connection with the COVID-19 pandemic (e.g. restrictions on permissible use of facilities, occupancy limits, social distancing measures, testing, and face-covering requirement).

O. ROOM ENTRY
Authorized personnel may enter your room for serious life- or health-threatening emergencies at any time, including over recesses. Authorized personnel may enter your room to perform requested, preventive, prescheduled, or emergency maintenance; to assess for any damages after you have vacated; or, in the absence of occupants of the room, to silence a disruptive noise. When possible, advance notice of room entry will be given. University Housing employees are required to report any violations of the Contract, the Resident Handbook, applicable law/regulations, and/or applicable UWM and UW System rules, policies and procedures that they observe when in your room.

Property can be seized and removed from your room when it constitutes an imminent danger or when its presence is in violation of applicable laws and regulations, UWM or UW System rules, policies or procedures, your Contract, this Guidebook, or the Resident Handbook, when it is University-owned property, or when staff have evidence that an unauthorized animal is in the room. Law enforcement officers may enter your room and seize your property as permissible by law.

P. GUEST RESIDENTS
You may also request in writing that another individual live with you in Kenilworth (the “Guest Resident”). All Guest Residents must be twenty-one (21) years of age or older by September 1, 2022, and must not be otherwise affiliated with UWM (e.g., a UWM student, staff member, or faculty member). All Guest Residents must sign the “Kenilworth Guest Resident Agreement,” which will be provided to you, the Primary Contract Holder, upon request if space permits. If a Primary Contract Holder wishes to have a UWM-affiliated individual reside with them, that individual must sign a standard Kenilworth contract.
This agreement (the "Contract") establishes the terms and conditions under which the Board of Regents of the University of Wisconsin—System on behalf of the University of Wisconsin-Milwaukee ("UWM") and its University Housing department ("University Housing") is willing to grant you ("you" and/or "Resident") a limited license to occupy the room assigned to you by University Housing in Kenilworth Square Apartments ("KSA" and/or "University Housing Facility", and collectively with other facilities, the "University Housing Facilities").

Your electronic signature and submission of this Contract constitutes your agreement to the terms and conditions contained in this Contract and makes this Contract legally binding on you.

By electronically signing and submitting this Contract, you agree that:

- This Contract is for a room assignment determined by University Housing. It does not guarantee an assignment to a particular apartment, room, or with a particular roommate. University Housing's inability to honor your assignment preferences will not void this Contract or alter your obligations under it;
- Failure to read this Contract, and the information provided on University Housing's websites or other distributed materials does not excuse you from complying with the terms and conditions, rules, policies and procedures contained or referenced in them;
- You have read and understood the Kenilworth Square Apartments Contract Guidebook (the "Guidebook"). This Guidebook can be found at: uwm.edu/housing/policies/forms-and-publications. This Guidebook is incorporated into this Contract by reference. You are required to comply with the Guidebook and its terms are binding on you. You are also required to read and comply with the University Housing Resident Handbook which can be found here: uwm.edu/housing/policies/behavior-process/;
- You are required to pay your $300 deposit after submitting your Contract. Failure to submit your deposit or to occupy the room assigned to you does not void this Contract or alter your obligations under it; and
- This Contract governs the relationship between you and University Housing, and it supersedes any understanding relating to University Housing Facilities that may have been communicated orally to you or otherwise implied.

A. Eligibility to Reside in Kenilworth Square Apartments. You must be eligible to live in KSA. Eligibility requirements are detailed in the Guidebook in Section A titled “Eligibility to Reside in University Housing Facilities.” They include the following:

1. **Enrollment.** You must have a home-campus designation of Main/Milwaukee and meet one of the following by your Assigned Entry Date: (a) an enrolled UWM junior, senior or graduate student, (b) an enrolled UWM student who is twenty-one (21) year of age or older by September 1, 2022; (c) an enrolled UWM student determined to be eligible to live in KSA by the Director or designee of University Housing; or (d) a UWM faculty/staff member. Students must be registered for at least six credits or otherwise determined to be eligible by the Director of University Housing.

2. **Disclosure of Convictions or Conduct Violations.** Eligibility to live in University Housing Facilities may be affected by your past or current criminal convictions or student conduct violations, particularly if you may pose a risk to other residents. UW System Administrative Policy 136 (which can be found here: wisconsin.edu/uw-policies/uw-system-administrative-policies/required-disclosures-for-participation-in-certain-uw-system-services-and-programs) requires you to disclose certain felony pleas and convictions as well as expulsions, dismissals and suspensions resulting from post-high school non-academic misconduct, prior to living in University Housing Facilities. You have a duty to update these disclosures online.

3. **Vaccination.** Wisconsin law (Wis. Stat. §36.25(46)) requires students who reside in University Housing Facilities to affirm whether they have received vaccination against meningococcal disease and hepatitis B, and to provide the dates of vaccination, if any.

4. **Hygiene.** While living in University Housing Facilities, you are responsible for your own self-care including appropriate personal hygiene, physical and mental health, management of medical conditions or illnesses, and other personal needs.

B. **Fees & Payment.** You agree to pay UWM all applicable housing fees for the type of room assigned to you by University Housing. The approved 2022-2023 Rate Schedules for housing will be posted on the University Housing webpage (uwm.edu/housing) in Summer 2022. If you are a UWM student, the applicable rates will be posted to your PAWS account and an online Statement of Account will be available on your PAWS account. Additional instructions on how to view your Statement of Account, and where to direct questions regarding charges is found in the section of the Guidebook entitled “Fees & Payment.” If you are a UWM student, each semester's monthly charges are posted to your PAWS account at the beginning of that semester. Payments for each month are due by the 5th of that month. If you are not a UWM student, you will receive a monthly statement via email.

You are required to submit your $300 deposit with your Contract. Your deposit charge will be posted to your PAWS account within three business days of your Contract submission. Your deposit will be credited to your PAWS account,
less the $50 non-refundable portion, in June 2023 for successful completion of your contract. Failure to make payment under this Contract may result in some or all of the following: a "hold" being placed on your PAWS account which could restrict your enrollment and receipt of records/transcripts; denial of room reassignment requests; Contract cancellation/eviction; any other action permissible by applicable law or regulation and/or UWM or UW System rules, policies and procedures.

C. **Contract Term & Dates of Occupancy.** This Contract is for the 2022-2023 Academic Year, and it becomes effective on the date it is submitted to University Housing. Contracts are offered for the entire academic year (Fall/Semester I and Spring/Semester II) or Spring semester only (Semester II). **There is no Fall/Semester I-only Contract.**

Unless otherwise approved in writing by University Housing, your occupancy period begins on your assigned entry or move-in date, whichever is earlier. For most residents, your Assigned Entry Date will be September 1, 2022, for Fall/Semester I or January 21, 2023, for Spring/Semester II. This is your Assigned Entry Date. You will be notified of your Assigned Entry Date via your MyHousing portal (uw.edu/myhousing).

Your occupancy period ends on the earlier of:

i. the date on which this Contract is cancelled; or
ii. May 31, 2023, no later than 12:00pm.

This date is your Occupancy End Date.

D. **Early Arrival.** Information on early arrival requests, including the process for requesting one, can be found in the Guidebook in Section E titled “Early Arrival.”

E. **Contract Cancellation.** Under certain circumstances you or University Housing may cancel this Contract. When and why your Contract is cancelled determines whether you will receive a portion of your deposit back as well as any additional financial obligations you may have to UWM. Detailed information on Contract Cancellations can be found in Section F of the Guidebook titled “Contract Cancellation.”

1. **Cancellation by University Housing.** University Housing reserves the right to deny issuance of a Contract or cancel this Contract at any time if you:

   a. lose eligibility (for example, due to a reduction in enrollment to five credits or fewer, fail to enroll, are deemed ineligible under UWS Administrative Policy 136, etc.);
   b. have an overdue debt to UWM or University Housing and/or have a record of past failure to meet financial obligations to UWM;
   c. have failed to properly complete or have misrepresented information in this Contract;
   d. have failed to submit required deposits/documents;
   e. have demonstrated by past or current behavior, an unwillingness or inability to fulfill the conditions of this Contract;
   f. have demonstrated by past or current behavior that your presence in University Housing Facilities may pose an unreasonable risk to yourself or others;
   g. fail to retrieve room keys and/or move into your assigned room;
   h. engage in inappropriate actions and/or behavior;
   i. fail or refuse to maintain your assigned room in good condition;
   j. fail to comply with your Contract and the Guidebook, as well as rules or regulations or policies listed or referred to in your Contract and the Guidebook, including the Resident Handbook, and other applicable laws or regulations and/or UWM and UW System rules, policies or procedures; or
   k. cease to be a UWM student in good standing (for example, if you are academically dismissed).

2. **Cancellation by You.** If you wish to cancel this Contract after you have submitted it online, you must submit a Contract Cancellation Request Form to University Housing. The date that you submit this form and your underlying reasons for requesting cancellation will determine whether you receive any of your deposit back as well as your financial obligations to UWM.

   a. **Early Cancellation.** Your Contract Cancellation Request Form must be received by University Housing at least 24 hours before your Assigned Entry Date OR by August 30, 2022 (Fall/Semester I entry) / January 19, 2023 (Spring/Semester II entry), whichever comes first, in order for it to be considered an Early Cancellation. This is your Early Cancellation Deadline. You may cancel your Contract for any reason if you do so by your Early Cancellation Deadline.

   b. **Standard Cancellation.** If you wish to cancel this Contract after your Early Cancellation Deadline has passed, you must complete a Contract Cancellation Exit Interview in addition to submitting a Contract Cancellation Request Form to University Housing.

UWM UNIVERSITY HOUSING
You are responsible for providing proof to University Housing of special circumstances warranting cancellation of your Contract. University Housing, in its sole discretion, may decide whether to grant cancellation of your Contract. Reasons that University Housing may approve cancellation include, but are not limited to, those listed in Section F of the Guidebook titled “Contract Cancellation.”

If, following an approved cancellation, University Housing determines that your reason(s) for canceling this Contract was or is no longer valid, this Contract will be reinstated, and you will be responsible for all charges associated with this Contract.

3. Cancellation Date. If University Housing approves your cancellation request or initiates cancellation, you will receive written notification electronically and/or by letter which will provide a date by which you must vacate your University Housing Facility. This is your Approved Cancellation Date. You must vacate your University Housing Facility by the Approved Cancellation Date. In the case of a serious violation of laws or regulations and/or UWM or UW System rules, policies and procedures, or a reasonable belief that a threat exists, you may be required to vacate within 24 hours. If your cancellation is due to your withdrawal from UWM, you must vacate within 48 hours of withdrawing from your classes. In the event that you file an appeal, you must still vacate by the Approved Cancellation Date.

Cancellation of this Contract by you or University Housing does not relieve you of any fees and/or charges owed under this Contract except as otherwise expressly provided for in writing in this Contract or the Guidebook.

4. Cancellation Fees & Refunds

a. Failure to Use Assigned Room. You are liable for charges from your Contract submission date until your Contract is cancelled whether or not you are actually in residence or otherwise physically occupy your assigned room. Failure to use an assigned room does not constitute a change in Contract status or alter your financial obligations in any way.

b. Early Cancellation Fees. In the event of an Early Cancellation by you or University Housing, fees will be determined as follows based upon when the Contract Cancellation Request Form was received from you by University Housing or initiated by University Housing, as applicable:

<table>
<thead>
<tr>
<th>Contract beginning Fall 2022-Semester I Entry</th>
<th>Amount Returned from $300 Deposit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prior to June 1, 2022</td>
<td>$250</td>
</tr>
<tr>
<td>June 1 through July 31, 2022*</td>
<td>$150</td>
</tr>
<tr>
<td>August 1 through August 30, 2022</td>
<td>$50</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Contract beginning Spring 2023-Semester II Entry</th>
<th>Amount Returned from $300 Deposit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prior to December 1, 2022</td>
<td>$250</td>
</tr>
<tr>
<td>December 1 through December 31, 2022**</td>
<td>$150</td>
</tr>
<tr>
<td>January 1, 2023, through your applicable Early Cancellation Deadline**</td>
<td>$50</td>
</tr>
</tbody>
</table>

You may cancel this Contract by completing a Contract Cancellation Request Form and submitting it to University Housing. Forms must be received by University Housing at least 24 hours before your Assigned Entry Date OR August 30, 2022 (Fall/Semester I entry)/ January 19, 2023 (Spring/Semester II entry), whichever is first to be considered an Early Cancellation. This is your Early Cancellation Deadline. If received later, the request will be processed as a Standard Cancellation.

*Contracts received on or after June 1, 2022, are subject to the same penalty.

**Contracts received on or after December 1, 2022, are subject to the same penalty.

c. Standard Cancellation Fees.

i. If your cancellation request is APPROVED by University Housing:

01. Your monthly room charges will be billed through and including the last day of the month in which you have vacated your assigned room and returned all keys issued to you. This is your Actual Cancellation Date.

02. You will forfeit your $300 deposit;

03. You will be billed any applicable room and common area damage charges.

In addition to the above fees, if your cancellation request was submitted on August 31 or September 1, 2022 for Fall/Semester I entry or on or between January 19-22, 2023 for Spring/Semester II only entry,
and if your Actual Cancellation Date falls during this same period, you will also be charged:

- a $25 cleaning fee if you picked up your assigned room key. This fee applies even if you did not enter or use your room.
- One (1) day of occupancy if you check in and check out in the same day.

ii. If University Housing cancels this Contract, or if your cancellation request is NOT APPROVED by University Housing:

01. Your monthly room charges will be billed through and including the last day of the month in which you have vacated your assigned room and returned all keys issued to you; and 85% of room charges for the remaining duration of the Contract;

02. You will forfeit your $300 deposit;

03. You will be billed any applicable room and common area damage charges.

F. Suspension of Contract. You are not entitled to a reduction in amounts owed pursuant to this Contract for absences due to extended leaves (e.g. hospital stay, vacations, quarantine) or to suspension of occupancy due to your violation of any law and/or UWM or UW System rules or policies.

University Housing reserves the right to temporarily suspend or cancel this Contract without notice in the event of an emergency or exigency which would make continued operation of one or more University Housing Facilities not feasible and/or would render University Housing Facilities unsafe to persons or property. This includes, but is not limited to, health and safety decisions relating to the COVID-19 pandemic. In such event, refunds, if any, of housing costs and fees already paid, and that status of any remaining payment obligations under this Contract, will be determined by University Housing in its sole discretion.

Restaurant Operations may also suspend operations or change the location of its operations as a result of an emergency, construction, other reasonable university need, or during any recess period. In such event, refunds, if any, of dining plan fees already paid, and the status of any remaining payment obligations, will be determined by Restaurant Operations in its sole discretion.

G. Vacating & Abandoned Property. When vacating your room, you must follow the written instructions provided to you (a copy is available at uwm.edu/housing/policies/mid-contract-termination/termination-checklist). This includes returning your keys as designated, removing personally owned or rented furniture and equipment, removing waste and debris, and leaving your room and apartment common areas in an acceptable, clean condition with all furnishings intact. A room inspection by University Housing will serve as the basis for check-out charges or refunds. You will be assessed a service charge if additional housekeeping and/or removal of belongings is required. Any property left in any University Housing Facility after the Occupancy End Date will be removed. If not claimed within seven (7) calendar days after the Occupancy End Date, it will be considered abandoned and will be disposed of accordingly in University Housing’s sole discretion.

H. Damages. You agree to pay for any damages to any University Housing Facility, including for fire, damaged or missing furniture, lost property, or service costs caused by your negligent, intentional, or reckless actions and those of your guests. Where two or more residents occupy the same room/apartment and responsibility for damage or loss cannot be ascertained by University Housing, the cost of damage or loss will be assessed equally between or among the residents of the room/apartment. University Housing reserves the right to assess common area damage among residents of any room/apartment/floor/community and/or building.

I. No Landlord-Tenant Relationship. This Contract pertains to dwelling units operated by UWM whose occupancy is incidental to the provision of educational services. Occupancy is contingent upon eligibility and good standing at UWM. This Contract only grants a limited and restricted license to occupy a dwelling unit and is not subject to any of the provisions of Wisconsin Statutes Chapter 704 or Wisconsin Administrative Code Chapter ATCP 134.

J. Liability & Insurance. UWM, the UWM Real Estate Foundation, Inc., and their officers, employees, and agents (collectively, the "Covered Parties") will not provide reimbursement for you or your guests’ personal property resulting from loss, theft, water damage, vandalism, or any other perils, unless damage results from the acts, omissions, or negligence of a specific University employee.

You agree to hold harmless the Covered Parties from any and all liability, including claims, demands, costs, damages, and expenses of every kind and description (including death) for damages sustained by you or others as a result of your acts or omissions, including those that relate to changes or modifications made by you to your room or furnishings such as bookshelves, partitions, or other structures. This means that you are financially responsible for injury to another party, or damage to their property, as a result of any equipment or items you have constructed, created, or purchased, and that you will pay any resulting claims on behalf of the Covered Parties. You also further agree to accept all such
responsibility for your guests and will accompany your guests each time they visit any University Housing Facility. It is recommended that you have sufficient homeowner's and/or renter's insurance in place.

K. Financial Appeals. Information on financial appeals can be found in Section I of the Guidebook titled “Financial Appeals.”

L. Room Assignments & Room Changes. Detailed information on room assignments and room changes, including preferences, can be found in the section of the Guidebook titled “Room Assignments & Room Changes.” University Housing, in its sole discretion and at any time, has the right to change room or building assignments and to assign roommates. University Housing has the right to assign rooms over their stated occupancy (this is called overflow housing). University Housing also has the right to consolidate room assignments based on vacancies.

M. Reasonable Accommodations. Information on requesting reasonable accommodations can be found in the section of the Guidebook titled “Reasonable Accommodations.”

N. Rules and Regulations. You, your guests (if applicable), and any other guests are required to observe all applicable laws and regulations, and UWM and UW System rules, policies and procedures.

O. Room Entry. Authorized personnel may enter your room for serious life- or health-threatening emergencies at any time, including over recesses. Authorized personnel may enter your room to perform requested, preventive, prescheduled, or emergency maintenance; to assess for any damages after you have vacated; or, in the absence of occupants of the room, to silence a disruptive noise. When possible, advance notice of room entry will be given. University Housing employees are required to report any violations of this Contract, the Resident Handbook, applicable law/regulations, and/or applicable UWM and UW System rules, policies and procedures that they observe when in your room.

Property can be seized and removed from your room when it constitutes an imminent danger or when its presence is in violation of applicable laws and regulations, UWM or UW System rules, policies or procedures, your Contract, the Guidebook, or the Resident Handbook, when it is University-owned property, or when staff have evidence that an unauthorized animal is in the room. Law enforcement officers may enter your room and seize your property as permissible by law.

P. Guest Residents. You may also request in writing that another individual live with you in KSA (the “Guest Resident”). All Guest Residents must be twenty-one (21) years of age or older by September 1, 2022 and must not be otherwise affiliated with UWM (e.g., a UWM student, staff member, or faculty member). All Guest Residents must sign the “Kenilworth Guest Resident Agreement,” which will be provided to you, the Primary Contract Holder, upon request if space permits. If a Primary Contract Holder wishes to have a UWM-affiliated individual reside with them, that individual must sign a standard Kenilworth contract.
Kenilworth Apartments Guest Resident Agreement

The Board of Regents of the University of Wisconsin System on behalf of the University of Wisconsin-Milwaukee ("UWM") grants you a limited license to reside in UWM’s Kenilworth Square Apartments ("Kenilworth") as a Guest Resident, subject to the terms and conditions below.

Eligibility to Reside in Kenilworth as a Guest Resident

To qualify as a Guest Resident, (i) a resident who has executed the “UWM Kenilworth Square Apartments Housing Contract” and met the eligibility requirements contained therein (the "Primary Contract Holder") must have requested that you reside with him/her in his/her assigned Kenilworth room/apartment, (ii) you must be 21 years of age or older by September 1, 2022, (iii) you must not otherwise be affiliated with UWM (e.g. a UWM student, staff member, or faculty member) and (iv) you must sign and agree to the terms of this Agreement.

Guest Resident Responsibilities

You agree to abide by all applicable laws and UWM policies and procedures, including the Kenilworth Resident Handbook.

You acknowledge that you have read and understand the UWM Kenilworth Square Apartments Housing Contract and Guidebook entered into by the Primary Contract Holder and you agree to honor the terms and conditions contained in such contract.

You agree that UWM, the UWM Real Estate Foundation, Inc., and their officers, employees, and agents (collectively, the "Covered Parties") have no legal obligation, nor any ability to provide reimbursement for your or your guests personal property resulting from loss, theft, damage, vandalism, or any other perils, unless damage results from the acts, omissions, or negligence of a specific UWM employee.

You further agree to hold harmless the Covered Parties from any and all liability, including claims, demands, costs, damages, and expenses of every kind and description (including death) for damages sustained by you or others as a result of your acts or omissions, including those that relate to changes or modifications made by you to your room/apartment or furnishings such as bookshelves, partitions, or other structures. This means that you are financially responsible for injury to another party, or damage to their property, as a result of any equipment or items you have constructed, created, or purchased, and that you will pay any resulting claims on behalf of the Covered Parties. You also further agree to accept all such responsibility for your guests and will accompany your guests each time they visit Kenilworth or any other UWM residence hall. You understand that living on campus could increase your risk of contracting COVID-19.

In light of the above, it is recommended and encouraged that you have sufficient homeowner's and/or renter's insurance in place.

You agree to vacate Kenilworth (i) at the request of the Primary Contract Holder and (ii) on or before the date the Primary Contract Holder vacates Kenilworth, regardless of the reason for such vacating.

The Primary Contract Holder is responsible for the payment of fees as detailed in the UWM Kenilworth Square Apartments Housing Contract for the full contract period unless otherwise specified. If applicable, it is the Primary Contract Holder's responsibility to collect any money for shared expenses from you. If you vacate Kenilworth, you must notify University Housing immediately. In such instance, the Primary Contract Holder will remain responsible for the payment of fees.

Guest Resident Information

<table>
<thead>
<tr>
<th>First Name</th>
<th>Middle Name</th>
<th>Last Name</th>
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<tbody>
<tr>
<td>Gender</td>
<td>DL or State Issued ID #</td>
<td>Date of Birth</td>
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<tr>
<td>Email</td>
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<td>Cell Phone #</td>
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<tr>
<td>Current Address</td>
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<tr>
<td>City</td>
<td>State</td>
<td>ZIP</td>
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</tbody>
</table>

PRINT Contract Holders Name

By signing below, I acknowledge and agree that I have read and understand this Agreement and agree to abide by its terms.

Signature ___________________________ Date _____________

Primary Contract Holder Acknowledgement

By signing below, I confirm that I have requested that the above-named individual reside with me in Kenilworth as my Guest Resident as detailed above and in the UWM Kenilworth Square Apartments Housing Contract I signed and submitted to University Housing.

Signature ___________________________ ID#: _____________ Date _____________