

2016 Plimpton Host Room Form

This form is required for any student applying for Winter Break Housing who does **not** have a Spring 2017 room assignment in **Plimpton Hall** (i.e. the only residence hall which will be open for approved students between Friday, December 23, 2016, and Wednesday, January 11, 2017).

This form must be submitted to the Residential Life & Housing office (110 Sulzberger) no later than 4pm on Monday, December 5, 2016.

Student Who Wishes to Stay in Plimpton during Winter Break

By signing below, I acknowledge the following:

- This form is **not** a request for Winter Break Housing. I must additionally submit a **Winter Break Housing Request** form (available at <https://barnard.edu/reslife/winterbreak/housing>) **and** written documentation of my need to be on campus during this time to the Residential Life & Housing office before the 4pm, Monday, December 5, 2016, deadline.
- I have discussed appropriate use of the room/suite, expectations for having visitors, etc. with my room host(s) listed below.
- I understand that any forgery of information and/or signatures on this form will result in being referred for disciplinary action and that I will not be given permission to remain in residence during Winter Break.
- If approved for Winter Break Housing, I understand that I must come to the Residential Life & Housing office between 10am on Tuesday, 12/20, and 4pm on Thursday, 12/22, 2016, in order to sign for the key(s) to my host room.
- I will be required to relocate back to my own assigned room **and** return the key(s) to my host room to the Sulzberger Hall Front Desk by no later than 5pm on Sunday, January 8, 2017; otherwise I will be billed for a lock change for my host room.

Name	UNI
Building & Room #	
Signature	Date

Host(s) Giving Permission for Their Spring Room to Be Used

By signing below, I acknowledge the following:

- I am giving permission for the student listed above to stay in my Spring 2017 room assignment during the time that Plimpton is the only residence hall open (between Friday, December 23, 2016, and 9am Sunday, January 8, 2017).
- I understand that this student will be given keys to my room/suite by the Residential Life & Housing office. I shall **not** give my own room keys to this student (or to anyone else).
- I understand that I am expected to inform & discuss this request with my suitemates.

Name	UNI
Building & Room #	Room Type <input type="checkbox"/> Single <input type="checkbox"/> Multiple <input type="checkbox"/> Studio
Signature	Date

If the room is a double, both roommates must sign to give permission for the student at the top of this form to use their room.

Roommate #2 Name	UNI
Signature	Date