I. GENERAL TERMS AND CONDITIONS OF OCCUPANCY OF FRATERNITY AND SORORITY CHAPTER HOUSES.

1. Occupancy is granted and continues by mutual consent of the Fraternity and the University.

2. All persons residing in Fraternity/Sorority residential units shall be undergraduate students at the University. Residents are first and foremost members of the University Community and are required to abide by all pertinent University rules, regulations, guidelines, procedures, conduct codes and standards in order to retain their right of occupancy.

3. In addition, the standards and obligations of the University’s Policy on Recognition and Governance of Social Fraternities and Sororities at Pennsylvania guide the activities and development of all recognized fraternal groups and therefore, also define the individual’s role in matters of collective responsibility which may affect an individual’s or group’s right of continued occupancy.

4. As residents of a Fraternity/Sorority Chapter House, students are also expected to abide by house rules and chapter regulations as promulgated by the Fraternity (its undergraduate or local alumni corporation organizations) which are in accord with general University conduct codes and standards.

5. The Office of Student Affairs/Fraternity Sorority Life (sometimes referred to in this document as "OFSL") reserves the right to supplement, amend, elaborate, or clarify this agreement through the issuance of memoranda, rules, regulations, addenda or directives governing Fraternity and Sorority residential Chapter Houses during the period of occupancy defined by this agreement.

6. Undergraduate Chapter Presidents, House Managers and other officers have the on site, daily responsibility for maintaining an orderly, healthful, safe, pleasant, and educationally productive living environment within their Fraternity/Sorority residential unit. Many procedural items noted on this agreement should first be handled directly between the student and the Chapter President or House Manager. The Chapter President or House Manager are then expected to relay all data and information to OFSL for administrative disposition.

7. This agreement covers some of the more serious issues in Fraternity/Sorority residences and is not an all-inclusive statement of the terms governing occupancy of fraternity/sorority housing. Students are expected to conduct themselves in a manner which demonstrates due regard for their fellow residents.

8. Each resident must check with the local Chapter House Manager regarding the availability of bedroom furniture. Availability of furniture varies from house to house based on policies established by each house. The University is not responsible for the furnishing of Chapter House bedrooms.

II. TERMS OF OCCUPANCY.

1. The period of occupancy is determined by the Office of Student Affairs/Fraternity Sorority Life. Each occupant is responsible for knowing the appropriate dates. The following parameters will be observed.

   a. Occupants who have agreements for an academic year may take occupancy beginning the Friday immediately prior to the first day of classes, and may maintain occupancy until 12 noon on the day after the occupant's last class exam except for graduating students who may maintain occupancy up to 5:00 p.m. on Commencement Day (“Occupancy Period”). A one-day extension may be granted to students unable to vacate their room upon written request prior to final exams.

   b. Occupants who have agreements for summer sessions 1 and 2 may take occupancy on the first day of classes and must vacate their room before 12 noon on the day after the last day of classes. Summer Occupants must be students enrolled in summer courses at the University.

2. The room is expected to be vacant and in good order when the student takes occupancy. Any deficiencies or problems must be reported promptly to the Chapter President/Manager. The room must be vacated and left in good order on the final day of occupancy.

3. If the occupant violates any provision of this Agreement, OFSL and/or the Fraternity/Sorority have the right to terminate this Agreement whereupon the occupant must vacate the Chapter House and remove all personal property of the occupant no later than the date specified by OFSL.

4. In the case of expulsion from the Chapter House the Fraternity and the University reserve the right to dispose of the occupant's belongings as abandoned property if they are not promptly removed by the occupant from the chapter house. Neither the Fraternity/Sorority nor the University shall be responsible for the occupant's personal belongings.
3. If any permitted appliances create a danger of electrical overload, the Fraternity may issue instructions for the safe use of the appliances, or may withdraw permission for their use. Violation of these instructions could subject the violator to the same penalties as if the appliances were in question prohibited.

4. Any appliance or item with an open coil is prohibited.

5. No new appliances or equipment may be used with extreme caution and then only with the approval of the Office of Student Affairs/Fraternity Sorority Life. They should not be used as a supplement for regular heating systems. If occupants have trouble with heat, they should contact the appropriate Chapter Officer and OFSL.

XII. TELEPHONES.
1. GreekNet Houses. Chapter Houses are connected to the University's GreekNet system which provides voice, data and video transmissions to each bedroom. GreekNet is handled by the Telephone Services office (www.upenn.edu/sts). Telephone service fees appear on the resident's Student Financial Services billing date.
2. The University reserves the right to change telephone arrangements or services without prior written consent of the Chapter President and OFSL, and if unprompted damages or alterations have been made to the telephone system. Reimbursements for illegal telephone hookups, including the warding or bypassing of the University’s Electric Metering equipment, are also prohibited. Reimbursements for such illegal telephone hookups may have the room(s) cleaned at the expense of the resident(s) and may take other action as appropriate.

XIV. STORAGE.
1. No additional equipment may be installed and the phone jacks may not be removed without the permission of the Chapter President and the Office of Student Affairs/Fraternity Sorority Life.
2. GreekNet Houses, Chapter Houses are connected to the University's GreekNet system which provides voice, data and video transmissions to each bedroom. GreekNet is handled by the Telephone Services office (www.upenn.edu/sts). Telephone service fees appear on the resident's Student Financial Services billing date.
3. No additional equipment may be installed and the phone jacks may not be removed without the permission of the Chapter President and the Office of Student Affairs/Fraternity Sorority Life.
4. Any appliance or item with an open coil is prohibited.
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X. SOLICITATION/PEDDLING.
1. The solicitation of charitable contributions is prohibited.
2. Solicitation and peddling are sanctioned in the Chapter Houses by the Office of Student Affairs/Fraternity Sorority Life, but may be permitted at the discretion and permission of the Chapter House officials.

XI. PETS.
1. The keeping of pets in the Chapter House is not prohibited, but is subject to all applicable codes of the Commonwealth of Pennsylvania and the City of Philadelphia, as well as the rules and regulations of the University and the Chapter. Failure to comply with such codes, rules, or regulations may prompt disciplinary action.
2. Pets may be kept, providing their surroundings and treatment (including, but not limited to care of the pet’s sanitary needs) are of a humane nature.
3. Regardless of Fraternity/Sorority policies or approval, the University reserves the right to confiscate and properly dispose of any pet for any reason.

XII. ELECTRICAL APPLIANCES/PROHIBITED ITEMS.
1. The use and location of all furniture and appliances approved by this agreement must conform to all applicable City, State and Federal regulatory guidelines and requirements.
2. The Fraternity/Sorority may establish additional requirements or guidelines governing such furniture or appliances.
3. If any permitted appliances create a danger of electrical overload, the Fraternity may issue instructions for the safe use of the appliances, or may withdraw permission for their use. Violation of these instructions could subject the violator to the same penalties as if the appliances were in question prohibited.

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