

## **UNIVERSITY OF WASHINGTON BOTHELL'S HOUSING COMMUNITY STANDARDS**

### **A. General Conduct**

1. I will respect the rights, privileges, and property of other members of the University community and guests.
2. I will refrain from any conduct that would interfere with University operations or endanger the health, welfare, or safety of other persons or myself.
3. I will refrain from any conduct that would constitute a violation of any city, state, or federal laws. This conduct includes, but is not limited to, malicious mischief, theft, robbery, the possession of stolen property, and damage, unauthorized possession, use, or removal of University property.
4. I will comply with the directions of University officials and their authorized agents acting in the performance of their duties.
5. I will not furnish false information to or withhold material information from any University staff member acting in the course of his or her duties.
6. I will present my student identification card to authorized University staff upon request.
7. During Quiet Hours, I will refrain from making noise that can be heard beyond the boundaries of my Unit or any other space at Campus View. This includes, but is not limited to, talking too loudly and playing TVs, radios, stereos, alarms, or computers at high volume.
8. I will refrain from making excessive noise even outside the designated Quiet Hours.
9. I will refrain from the use of sports equipment, including, but not limited to, bicycles, skates, skateboards, balls, and Frisbees on Campus View premises.
10. I will not participate in or promote gambling or any other wagering activities.
11. I will not commit any act of dishonesty including personal misrepresentation, knowingly furnishing false information to the University, forgery and the alteration or fraudulent use of documents including electronic documents or instruments of identification (e.g., misuse of electronic mail systems and computers).
12. I will not use language or engage in other behavior that is abusive or threatening and directed towards University staff, other students, or guests.
13. I will not participate in any action or situation involving physical or mental abuse, harassment, intimidation, hazing, pranks or other conduct that recklessly or intentionally endangers or threatens the health, safety, or welfare of any person or results in damage to University property. This includes, but is not limited to, aiming lasers at others, fighting, and engaging in sports activities on Campus View premises.
14. I will not participate in conduct that would constitute a sexual offense, sexual harassment, relationship violence, stalking, unwanted advances, indecent exposure, or any other incident of a sexual nature that would create a hostile environment, subjective to the person(s) affected.

### **B. Substance Use**

1. I will not possess, use, or purchase alcohol if I am less than 21 years of age.
2. I will not be intoxicated while on Campus View premises.
3. I will not be in the presence of alcohol if I am less than 21 years of age.
4. I will not provide alcohol to anyone less than 21 years of age, nor will I host or promote an event where alcohol is present and guest(s) include students or other persons who are less than 21 years of age.
5. I will not possess alcohol containers if I am less than 21 years of age.
6. I will not possess or consume alcohol in Common Areas.
7. I will not manufacture or sell alcohol, either directly or indirectly.

8. I will not display advertisements of alcohol on printed materials, flyers, or posters that are visible outside my Unit.
9. I will not possess, share, sell, or use kegs, beer bongs, beer balls or other common-source containers of alcohol, nor will I possess a large quantity of alcohol or alcohol containers intended for or used by a group rather than an individual.
10. I will not use, possess, possess with intent to deliver, deliver, manufacture, purchase, sell, distribute, transport or be in the presence of illegal drugs, controlled substances, or any drug paraphernalia.
11. I will not smoke or permit any guest of mine to smoke anywhere on Campus View premises.

**C. Guests**

1. I will not allow anyone else to reside in my Unit, except for my assigned roommate.
2. I will ensure that any guest of mine abides by University policies, rules, regulations and standards of conduct, including the Community Standards, while present at Campus View, and I will be held responsible for any violations of any guest of mine.
3. I will meet any guest of mine, who is not a resident of Campus View at the entrance of my Unit and accompany them at all times while on the premises.
4. I will not allow any guest of mine to stay overnight in my Unit unless I obtain the prior consent of my roommate. I will not pressure my roommate to consent to any guest of mine staying overnight.
5. I will not allow any guest of mine to stay overnight for more than three consecutive nights and no more than a total of seven overnight stays during my occupancy pursuant to this Agreement.
6. I will ensure that the presence of any guest of mine will not restrict my roommate from free access to all shared areas in our Unit or create a situation that would infringe on my roommate's right to remain undisturbed.
7. I will ensure that my guests will provide identification when requested by University staff.
8. I will not allow my guest to occupy my Unit unless I am also present.
9. I understand that the University may prohibit any person who is not a resident in good standing from entering UW Bothell Student Housing premises, including the building, the grounds, the parking lot and all common areas, if the University determines such person has violated the community standards, or for other lawful reasons.
10. I will not invite any person onto the premises as my guest if I know the person has been prohibited from entering UW Bothell Student Housing.

**D. Safety and Security**

1. I will never provide access to Campus View to someone I do not know.
2. I will not burn candles, incense, or anything with an open flame, or do anything else that is a fire risk or is a violation of the Bothell Fire Code.
3. I will not use, store, or possess flammable, explosive, toxic, hazardous, or any other inherently dangerous materials, including, but not limited to, fireworks, ammunition, explosives, flammable liquids, propane, other compressed gases, or spray paint, in any Unit.
4. I will not possess, store, use, manufacture, transport, display, sell, or distribute any firearms, air powered guns (e.g. BB guns, pellet guns and paint guns), knives, martial arts weapons, or other weapons or replicas of any of the above-mentioned items.
5. I will not, under any circumstances, tamper with or remove working batteries from any safety equipment, including, but not limited to, fire pull stations, smoke or heat detectors/alarms, sprinklers, sprinkler valves and pipes, fire extinguishers

or any alarm system. I will report equipment malfunctions to University staff immediately in writing. With regard to the smoke alarm, I will maintain it in proper condition, including informing University staff when batteries need replacing.

6. I understand that if I am responsible for fire alarm activation due to smoke from cooking, I may be charged for costs associated with response by fire safety personnel.
7. I will not enter or exit through any window except as an emergency egress out of the building.
8. I will not throw, drop, propel, or pour anything from windows, balconies, patios, landings or stairwells.
9. I will not access roofs or climb on the sides of buildings.

**E. Pets**

1. I will not have or house any pets of any kind on the premises of Campus View.

**F. Communication and Computing**

1. I will read all correspondence and information sent to my mailbox or sent to my University email account by the Office of Student Life and the Office of Finance and Administration.
2. I agree to update and keep my mailing address current through my MyUW account.
3. I will abide by the University's rules and policies as well as applicable federal, state, and city laws pertaining to the use of University resources, including, but not limited to, computing and networking resources or services.

**G. Facilities**

1. I will not use or possess prohibited equipment or appliances, which include, but are not limited, to halogen lamps, space heaters, air conditioners, open-flame or open-coil appliances (e.g., fondue pots, toaster ovens), multiple appliances that exceed the usage limits of your assigned Unit, model GX6409 5-Light Floor Lamps, and waterbeds.
2. I will not leave an appliance unattended while in use.
3. I will not lend or give my Unit key(s) to anyone, except for University staff.
4. I will not put my own or change locks or alarms on any doors.
5. I will keep the door to my assigned Unit as well as the doors leading to each floor locked at all times.
6. I will not duplicate or misuse a Unit key.
7. I will not interfere with security systems, tamper with locks, unlock doors designated to be locked, or prop doors open.
8. I will be familiar with and abide by emergency evacuation instructions and procedures including, but not limited to, evacuation drills.
9. I will keep my Unit and shared areas clean, orderly, sanitary, and in good condition at all times. This includes, but is not limited to keeping my Unit free from accumulations of debris, filth, rubbish, and garbage and disposing of the same at reasonable and regular intervals.
10. I will comply with any University prescribed corrective action within 24 hours of the University informing me that my Unit has fallen below acceptable health and safety standards.
11. I will not obstruct any walkway, hallway, stairwell, door or any part of the surrounding premises and grounds.
12. I will not put any decorative lighting, decoration, object, or equipment in the Common Areas, and I will not interfere with any safety device.
13. I will not display or hang any objects or materials outside of any window.
14. I will not display or hang the following items on the exterior of Unit doors: decorative lighting, combustible decorations, decorations that hang from door frames, and decorations that cover over fifty percent of the door.

15. I may have artificial, nonmetallic trees, and living potted trees and plants in my Unit. I will not display trees or plants in any Common Area.
16. I will use only decorative lighting that is Underwriter Laboratories, Inc. (UL) approved and in good condition (for safety and reduced energy consumption). LED lights are recommended.
17. I may decorate trees only with miniature, low heat-producing electric lights or with nonelectrical, non-candle decorations.
18. I will not allow light bulbs or lighted decorations to come in contact with combustible materials.
19. I will turn off all electrical decorations when my Unit is unoccupied.
20. I will not place, store, or exhibit any items on roofs or in the Common Areas of the Campus View building.
21. I will not tamper with or move from their designated locations any Campus View or University furnishings or other property.
22. I will not intentionally or negligently destroy, deface, damage, impair, tamper with, or remove any part of the property in my Unit, the Campus View building or on the premises, including, but not limited to, property belonging to the University, Campus View, vendors, or other students; facilities, equipment, furniture, furnishings, and appliances; and the internal or external walls/surfaces of the Campus View building.
23. I will not bring a motorized vehicle into any Unit.
24. I will not use my Unit or Campus View premises for commercial purposes.
25. I will properly use and operate all electrical, heating, and plumbing facilities, fixtures, appliances, and furnishings and will notify the University promptly of the need for any repairs.

#### **Campus View Apartments Rules and Regulations**

1. Quiet hours are from 10:00 p.m. to 8:00 a.m. Noise should be kept to a minimum, including washer, dryer, and vacuums. During non-quiet hours, please keep noise (including TV, radio-stereo, etc.) at a level that is not offensive to other tenants or neighbors.
2. If your guests include children please do not let them run up and down the stairs or yell in the stairwells. Be considerate of your neighbors and explain how noise and sound echo and seem louder than it really is.
3. THE ENTIRE CAMPUS VIEW PREMISES IS NON-SMOKING! Smoking is prohibited in all Units and the Common Areas. This also applies to all guests. Please be considerate of others.
4. No pets are allowed in the building.
5. No storage of tires or rims, gasoline, propane, other fuels, or hazardous materials of any kind in building, on the grounds, or in the other Common Areas.
6. No painting or alterations of any kind can be made to any Unit or to the building.
7. If there is a major spill in your Unit, please notify the University immediately.
8. Report water drips, leaks, and other problems promptly to the University.
9. No storage of personal belongings in Common Areas, including, but not limited to, the laundry room, decks, patios, balconies, and the grounds.
10. No installations of satellite discs.
11. No washing of cars using the building's water. No auto repair on property.
12. Garbage must be separated into 4 categories and thrown away accordingly. PAPER: Newspapers, cardboard boxes (must be broken down) and recycled in the appropriate garbage container. BOTTLES AND CANS: please throw these in the

appropriate container. Read the top of each garbage can to find the correct one to use. YARD REFUSE: grass clippings, tree branches, houseplants without their containers, etc.

## **CAMPUS VIEW COMMUNITY POLICIES**

### **A. Community Policies**

1. The speed limit in the complex is 10 MPH. Motorcycles and bicycles are only permitted to be ridden on driveways and parking lots. Skateboards, roller blades, and scooters cause very dangerous situations in parking lots and are not permitted to be ridden on the premises.
2. Each Student will be permitted to have a maximum of 1 vehicle parked in one parking space on the premises at any time. However, boats, and other floatation craft and RVs are prohibited. Additionally, vehicle with flat or no tire(s), broken windows, and/or other significant damage are prohibited and may be towed at Student's expense. Vehicles not owned by students living at Campus View parked at Campus View for longer than 120 hours (5 days) and unauthorized vehicles may be towed at owners' expense. The parking lot may not be used for storage. Vehicle repairs shall not be permitted on the property. Do not empty ashtrays onto the parking lot or surrounding areas. Vehicles may not be washed on Campus View premises.
3. Do not hang any clothing, brooms, mops, rugs, etc., on your balcony, patios, or in the front of your apartment. Patios and balconies are to be kept neat and orderly at all times. Plants and patio furniture are acceptable items. All barbeques and cooking on patios or balconies are prohibited. There will be no tin foil, sheets, blankets or any type of coverings over windows to darken rooms.
4. The equipment in the bathrooms and kitchens shall not be used for any purpose other than those for which they were intended. No sweepings, rubbish, rags, diapers, sanitary napkins, tampons, ashes or other obstructive substances shall be thrown therein. Do not place metal, string, grease, hair, coffee grounds, nut shells, glass, olive or fruit pits, corn cobs, paper, wire, bones, or non-food in the disposal.
5. Quiet hours are from 10 pm to 8 am. Students are required to control the volume of stereos and musical devices. Noisy or disorderly conduct, annoying or disturbing other occupants of Campus View will NOT be tolerated.
6. Students may use nails and regular hangers when hanging pictures, mirrors etc. Adhesive hangers or material shall not be used, as they damage wallboard.
7. Trash and recycling areas are located on the premises. The dumpsters are provided for your convenience. Do not place trash on the ground or outside your door, as it attracts rodents and other pests.
8. Skateboards, motorcycles, bicycles, and similar items may not be stored in entryways or under stairs or on balconies or patios.
9. Apartment keys will only be released to individual Students who are University designated occupants.
10. Students must accompany their guests at all times.

### **B. Lock Out Procedure**

In the unfortunate event that a Student is locked out of his/her Unit, Student should contact the University community advisor or resident director on duty. University will only open lock outs for a Student who is an occupant of the Unit. If Student loses a key to the Unit, Student should report the loss to University staff and arrange for the University to replace the locks. Student will be responsible for the cost of rekeying the lock(s).

### **C. Additional Comments**

The University reserves the right to add to or otherwise amend these Community Policies as circumstances arise.

### **RESIDENT SECURITY NOTICE**

NOTICE TO STUDENT: The University does not promise, warrant, or guarantee the safety or security of the Student, Student's guests or Student's personal property or Student's guest's property against the actions of other Students or third parties. Each Student has the responsibility to protect him or herself and to maintain appropriate insurance against injuries to Student and guests and against loss and damage of property of Students and guests.

Some of the best safety measures are those precautions that can be performed as a matter of common sense and habit.

Students should consider the following guidelines:

1. Lock all doors and windows, including sliding glass doors, while Student is gone from Unit.
2. Leave a radio playing softly and a light on when Student is not in Unit.
3. Do not hide door keys or provide entry keys to other Students, guests, or strangers.
4. Stop newspaper and mail delivery while Student is away.
5. Use all locks while Student is away and at night.
6. Do not open your door to strangers.
7. Keep police and emergency response numbers handy.
8. Immediately provide written, dated, and signed, requests to the University requesting repair of locks, stairwells, and hallway lights, parking lights, etc.
9. Close blinds or curtains at night.
10. Let your roommate, Community Advisor, or Resident Director know when Student will be away for extended periods of time.
11. Mark valuables with Student's name and phone number.
12. Do not walk outside alone at night.
13. Lock car doors when leaving Student's car parked.
14. Do not leave personal property (purses, backpacks, audio tapes, CDs, money, packages, etc.) in Student's vehicle.
15. Do not leave Student's keys in your car.
16. Carry Student's keys while you are walking and do not fumble with them at the door.
17. Check the backseat of Student's car before entering.
18. Do not stop alone at night at automatic tellers or gas stations.

### **MOLD AND MILDEW**

Student acknowledges that it is necessary for Student to provide appropriate climate control, keep the Unit clean, and take other measures to retard and prevent mold and mildew from accumulating in the Unit. Student agrees to clean his or her assigned Unit on a regular basis and to remove visible moisture accumulation on windows, walls, and other surfaces as soon as reasonably possible. Student agrees not to block or cover any of the heating or ventilation ducts in the Unit. Student also agrees to immediately report to the University community advisory or residence director (1) any evidence of excessive moisture in the Unit, common areas, or anywhere else on the Campus View premises; (2) any evidence of mold or mildew growth that cannot be removed by simply applying a common household cleaner and wiping the area; (3) any failure or malfunction in the heating or ventilation system in the Unit; and (4) any inoperable doors or windows. Student further agrees that Student shall be responsible for damage to the Unit and Student's property as well as personal injury to Student or Student's guests resulting from Student's failure to comply with this Addendum.

Student acknowledges receiving a copy of this tip sheet for the prevention of mold growth in the Unit and acknowledges that Student can help minimize mold growth in the Unit by taking the following actions:

1. Open windows. Proper ventilation is essential. If it is not possible to open windows, run the fan in the Unit to circulate fresh air throughout the Unit.
2. In damp or rainy weather conditions, keep windows and doors closed.
3. If possible, maintain a temperature between 50-80 degrees Fahrenheit within your Unit at all times.
4. Clean and dust your Unit on a regular basis. Regular vacuuming, mopping, and use of environmentally safe household cleaners is important to remove household dirt and debris that contribute to mold growth.

5. Clean and dry the walls and floors around the sink, bathtub, shower, toilets, windows, and patio doors using a common household disinfecting cleaner.
6. On a regular basis, wipe down and dry areas where moisture sometimes accumulates, like countertops, windows, windowsills, bathroom sinks, toilets, and shower enclosures.
7. Use the bathroom fan, if any, or other means of ventilation when bathing or showering and allow the fan to run until all excess moisture is vented from the room.
8. Use the exhaust fans in your kitchen when cooking or while the dishwasher is running. Allow the fan to run until all excess moisture has vented from the kitchen.
9. Use care when watering house plants. If spills occur, wipe up the excess immediately.
10. To ensure that the clothes dryer vent is operating properly, clean the lint filter after every use.
11. When washing clothes in warm or hot water, watch to make sure condensation does not build up within the washer and dryer area.
12. Thoroughly clean and dry any spills on the carpeting.
13. Do not overfill closets or storage areas. Ventilation is important in these spaces.
14. Do not allow damp or moist stacks of clothing or other cloth materials to lie in piles for an extended period of time.
15. Immediately report any evidence of a water leak or excessive moisture in your Unit, or any Common Area.
16. Immediately report University staff any evidence of mold growth that cannot be removed by simply applying a common household cleaner and wiping the area. Also, report any area of mold that reappears despite regular cleaning.
17. Immediately report University staff any failure or malfunction with heating or ventilation in your Unit.
18. Immediately report University staff any inoperable windows or doors.
19. Immediately report University staff any musty odors that you notice in your Unit.