



HOUSING & DINING SERVICES
COLORADO STATE UNIVERSITY

2024-2025 UNIVERSITY APARTMENT LEASE

This Lease is made and entered into on the date signed below, by and between the Board of Governors of the Colorado State University System, acting by and through Colorado State University (hereinafter referred to as “University”) and _____ (hereinafter referred to as “Resident”) requesting residential space from the University during the term of this Lease. NOW, THEREFORE, in consideration of the payment of rent and the performance of the covenants and agreements by Resident as hereinafter set forth, the parties agree to the following terms and conditions:

1. **Premises:** The University agrees to rent the assigned apartment to the Resident (the “Premises”). The apartment is _____. A “shared” apartment has another bedroom(s) or bed space(s) that may be leased to another person(s) as determined by and via the sole discretion of Housing & Dining Services (HDS). For a shared apartment, the Premises include the non-exclusive right to use and equitably share the common areas within the Apartment during residency. For a “family” apartment, additional occupants may be permitted in accordance with terms outlined elsewhere in this document and other relevant HDS and CSU policies. The Resident will, at all times, be regarded as the primary occupant and responsible party for all matters concerning the apartment, including all behavior of other occupants and guests.

2. **Term:** Resident’s right to utilize the Premises begins on **the assignment date** and continues until **the assignment end date** (hereinafter, the “Term”). If Lease is not renewed for the following lease period, Resident must submit written notice to vacate 30 days prior to planned vacate date and move out on or before the end of the Term. The University retains the discretion to adjust this requirement as it determines.

3. **Rate:** Resident shall pay rent to the University at the posted rate per month, payable on or before the tenth day of each month and shall be delinquent on the eleventh day of said month and subject to a late payment penalty as imposed under the University’s billing policies in effect at that time. The University reserves the right to modify the monthly rental amount and other terms and conditions pertaining to payment of amounts due hereunder upon thirty days’ notice to Resident. In the event the Term’s start date is not the first (1st) day of a month, then the Resident shall pay to the University a prorated installment of monthly rent at the monthly rate.

4. **Renewal.** Lease renewal is not guaranteed. This Lease may be renewed annually by written, electronic agreement; however, the Term and Rate are subject to change. Each year Housing and Dining Services will establish a renewal process which shall set forth the new Term and renewal period. Residents must complete the renewal process as established by Housing & Dining Services in order to reserve the Premises for the following lease period. Renewals of this Lease may be accomplished electronically in accordance with the University’s procedures, and Resident agrees and consents that their electronic signature is of the same force and effect as and shall be considered an original signature. Resident also acknowledges that by renewing, they are affirming that they have not graduated, withdrawn, or otherwise been separated from their status at the University terminating their eligibility for campus housing. Failure to complete renewal of the Lease agreement by the end of the specified renewal period will result in termination of the Lease as of the end of the existing Lease term. Housing & Dining Services will not renew a Lease for a Resident who is in arrears in rent or other charges, who is deemed no longer eligible for University housing, or who has breached any of the

Lease terms and conditions. Housing & Dining Services will not renew a Lease if Resident is a full-time University employee (as outlined in section 13 (b) in this Lease).

5. Security Deposit: Resident shall make a deposit at the current published deposit rate to be held by Housing & Dining Services pending the complete performance of the Lease by Resident and to be refunded to Resident's University account no later than 60 days after vacating the apartment. Any cleaning or damage charges to the Resident shall be billed to the Resident's University account. Any cancellation of this Lease prior to the end of the Term will result in the assessment of a lease breakage fee, and Resident may be charged rent for a period of up to thirty days. The Security Deposit will be returned to the Resident's University account where it may be applied to payment of the rent or any other amount due and owing the University, and the Resident will be responsible for paying any remaining balance.

6. Privacy Rights: If practicable, the University will not enter the Premises unless accompanied by the Resident, their authorized representative or a second authorized University representative. If Resident makes a request asking the University to perform work or maintenance within the Premises, that work order request shall be considered an invitation to the University to enter the Premises to perform such work. In addition, the University reserves the right to enter the Premises for periodic health and safety inspections, including but not limited to fire and life safety inspections, or when an authorized agent of the University has reasonable belief that: a) an occupant may be physically harmed or endangered; b) damage is being done to University property; c) University policy as stated in University publications is being violated. Housing & Dining Services will also conduct regular inspections of the Premises to assess and respond to concerns including but not limited to apartment occupancy, cleanliness, maintenance/repair, and overall condition of the apartment. Details of the planned inspections will be communicated to residents in advance, when practical. Failure of the resident to receive and/or acknowledge said communication shall not nullify the provided notification.

7. Maintenance/Upkeep: Resident shall not damage the Premises, and shall keep the Premises in a good, clean and orderly condition. University shall perform all maintenance to the Premises. Alterations to the Premises, including but not limited to alteration of the door(s) & lock(s), installation of shelving, or mounting a television, are prohibited unless expressly permitted by Housing & Dining Services. Alterations are prohibited on the porch, patio, and other areas immediately outside of the Premises, where applicable. The Resident will be charged for all maintenance, cleaning, trash removal, and other actions deemed necessary by the University, except that which is normal or routine as reasonably determined by the University. In circumstances of a shared apartment, charges related to common areas will be divided among all Residents unless a specific individual(s) can be identified as responsible as determined by the University. In conjunction therewith, the University shall have the right through its agents and employees to enter the Premises for the purpose of examining, inspecting, and maintaining the same and such entry shall be made upon prior notification to Resident, when practical. Significant and/or repeated damage, misuse, or other inadequate care of the Premises may become cause for additional action up to and including eviction.

8. Furnishings: University owned furniture and appliances in the Premises may be used by the Resident without payment of any additional charges. The Resident shall surrender possession of all such furniture and appliances in as good condition as same when Lease began. Replacement or repair costs will be assessed to the Resident(s) for any such furniture and appliances as may be misused or damaged, ordinary wear and tear excepted, as determined by the University. Under no circumstances are furnishings or appliances to be removed from the Premises unless expressly permitted by Housing & Dining Services. Furnishing and appliances must remain indoors and cannot be placed on porches, patios, walkways, or other outdoor areas. Only furniture designed for outdoor use may be placed on the porch, patio, and other areas immediately outside of the Premises; and only in limited size and quantity

as not to create hazards such as blocking egress, collecting refuse, harboring pests, and other circumstances as determined by the University.

9. Occupancy and Permitted Uses-

a) Family Apartments: The Premises shall be occupied only by the Resident and members of the Resident's household. All occupants of the apartment must be listed as occupants at the time of application or via the appropriate online additional occupant form available on the Housing Portal and verified approval from Housing & Dining Services. Resident is responsible for assuring Housing & Dining Services is notified of all changes to the occupants of the Premises, and that all pertinent information for each occupant is provided to Housing & Dining Services. Failure to do so may be considered a violation of the Lease and be cause to require Resident to vacate. Resident understands that occupancy in a family apartment is limited to two (2) individuals per bedroom, inclusive of the principal resident, all listed occupants, and overnight guests. No more than 4 occupants (inclusive of principal Resident) may reside in 2-bedroom family apartments and no more than 6 occupants (inclusive of principal Resident) may reside in 3-bedroom family apartments. All apartments are designated as strictly private dwellings and for no other purposes. Any other use, including business/commercial enterprises, is prohibited unless expressly approved in advance by the Housing & Dining Services. Resident shall utilize the Premises only for residential purposes and shall utilize the Premises in a careful, safe, and proper manner. Resident shall not utilize or permit the Premises to be used for any purposes prohibited by the laws of the United States or the State of Colorado, by the ordinances of the City of Fort Collins and Larimer County, or by the policies of Colorado State University and Housing & Dining Services. Resident acknowledges and understands that all occupants and guests of the Premises must comply with any and all terms, provisions, conditions, or covenants regarding conduct stated herein that are applicable to the Resident, and any violation by such persons shall be deemed a violation by the Resident.

b) Shared and Single-Occupancy Apartments: The Premises shall be occupied only by the Resident, and resident may only occupy the apartment and bedroom space specifically assigned to them. Resident understands that occupancy in a shared apartment is limited by the number of bedroom spaces (designated by Housing & Dining Services) in each apartment. All apartments are designated as strictly private dwellings and for no other purposes. Any other use, including business/commercial enterprises, is prohibited unless expressly approved in advance by Housing & Dining Services. Resident shall utilize the Premises only for residential purposes and shall utilize the Premises in a careful, safe, and proper manner. Resident shall not utilize or permit the Premises to be used for any purposes prohibited by the laws of the United States or the State of Colorado, by the ordinances of the City of Fort Collins and Larimer County, or by the policies of Colorado State University and Housing & Dining Services. Resident acknowledges and understands that all guests of the Premises must comply with any and all terms, provisions, conditions, or covenants regarding conduct stated herein that are applicable to the Resident, and any violation by such persons shall be deemed a violation by the Resident

10. Guests: Resident may host overnight guests in their apartment for a period of up to one week. In shared apartments, Resident must have consent from all roommates prior to allowing overnight guests in their apartment. In family apartments, occupancy limits of two (2) individuals per bedroom applies to both overnight guests and listed occupants. Housing & Dining Services does not make any special accommodations for overnight guests, and no additional furniture or keys will be provided. If Resident wishes to have guests stay for more than one week, a request must be submitted via the Housing Portal to have guests approved as additional occupants. Resident acknowledges and understands that all guests of the Premises must comply with any and all terms, provisions, conditions, or covenants regarding conduct stated herein that are applicable to the Resident, and any violation by such persons shall be deemed a violation by the Resident. Unauthorized and/or disruptive guests may be required to

leave the premises immediately upon instruction by University staff. Furthermore, the number of individuals in an apartment unit at any one time cannot exceed that which is safe as determined by the University and other applicable guidelines.

11. Weapons: Resident shall not carry, possess, use or store weapons (including firearms) on the Premises. As a condition of living on the Premises, Resident agrees not to possess or use any weapons on the Premises, to voluntarily waive any legal rights related to the possession of weapons, and acknowledges they are prohibited. This waiver is voluntary, in exchange for living and dining in CSU housing facilities and applies even if Resident has a lawful permit to carry a concealed firearm pursuant to C.R.S. 18-12-201 et. seq. This waiver also includes all rights that may be asserted by Resident under the Second Amendment to the United States Constitution or Article II, Section 13 of the Colorado Constitution. Any possession or use of any weapon on the Premises may result in further action under applicable law or University disciplinary procedures. Weapons may be stored at the Colorado State University Police Department. Contact CSUPD at (970) 491-6425 for more information regarding weapon storage.

12. Eligibility Requirements:

a) Student Status: If Primary Resident is a student, Resident understands that continued residence in the Premises is expressly contingent upon the Resident's enrollment for not less than six (6) undergraduate credit hours per semester, one (1) graduate credit hour per semester, or continuous registration for up to four (4) terms, except during summer sessions. Courses taken as Continuing Education or CSU Online courses do not count towards the required minimums listed above. Resident must be registered in a Colorado State University residential undergraduate or graduate degree program as a degree-seeking student. Under limited circumstances, Housing & Dining Services may accept documentation of student status from an appropriate academic department, advisor, or similar resource as determined by the University.

b) Employment Status: If primary Resident is a University employee, Resident understands that continued residence in the Premises is expressly contingent upon the Resident's continued employment by the University as a full-time regular employee. This is inclusive of visiting scholars, post-doctoral fellows, faculty, state classified, and administrative professional affiliations. Resident also acknowledges that housing for employees is secondary to housing for students provided on a space-available basis and for the limited duration determined by Housing & Dining Services at the time of assignment. Resident acknowledges that renewal of the Lease is not offered for non-students, and that Resident must vacate the premises on or before the end of the Term as specified above.

13. Pets: No pets are allowed in the Premises, non-dangerous fish in aquariums not exceeding 25 gallons excepted. This provision is strictly enforced by the University. Violation of this policy will result in a \$100.00 assessment for each occurrence and may also result in disciplinary action and/or eviction. There are two categories of animals that may be allowed on campus to provide assistance to residents with disabilities – service animals and verified emotional support animals. Residents are encouraged to review additional University policy information prior to bringing an animal to campus.

14. Sublet or Assignment: The University reserves the right to make reassignments and temporary assignments of accommodations as considered necessary. Apartment or bedroom changes may not be made without written approval of Housing & Dining Services Staff. The Resident agrees to follow any disciplinary actions by University staff including reassignment of room, apartment, or building. The Premises may not be sublet for any duration of time regardless of apartment size, location, or availability of bedrooms. Resident shall not reassign this Lease without express written consent of the University. Violations may result in administrative action including possible eviction.

15. Exculpatory Clause: The University is not liable for the loss of or damage to Resident's personal goods in the Premises, within University facilities, or on University grounds unless caused by gross negligence on the part of the University. The University's liability under this paragraph is subject to the provisions of the Colorado Governmental Immunity Act. Resident is encouraged to carry private insurance covering their personal possessions.

16. Damage or Hazardous Conditions-Notice: Resident shall immediately advise University of any damage to or hazardous condition on the Premises or in the Apartment building and such shall be repaired or removed by the University. Failure to report such circumstances may be regarded as damage and addressed at the Resident's expense where appropriate. The charges to Resident, if any, will be billed to the Resident and shall be due as indicated on the Statement of Account. Accordingly, Housing & Dining Services will also notify Resident of any concerns observed and needing correction, such as but not limited to tampering with fire safety equipment, inadequate removal of trash or belongings from the porch/patio or other areas, and/or the presence of pests and/or other animal concerns. If needed, the University may repair/remove these items at Resident's expense. Details for other hazardous circumstances and relevant University policy can be found via the CSU Policy Library (<http://policylibrary.colostate.edu/>) and CSU Environmental Health Services (<http://www.ehs.colostate.edu/>).

17. Abandonment–Personal Property: If Resident leaves any personal property in the Premises or the Apartment building/grounds (or storage areas where applicable) following the termination of this Lease and the checking out by the Resident, such property shall be deemed to have been abandoned in favor of the University. The Resident shall be charged for removal, storage, recycling, etc., of such property. This shall also be applicable to property found unattended on apartment grounds or other public areas, including abandoned vehicles.

18. Incorporation of University Policy: Resident and all authorized occupants and guests are subject to all policies of the University, including but not limited to, those stated in University publications such as the Housing & Dining Services website, University Policy Library, and the Student Code of Conduct. Resident understands that they are considered a "student" under those policies. The terms of those publications are specifically incorporated herein.

19. Tobacco Usage: The State of Colorado and therefore Colorado State University and Housing & Dining Services prohibit the use of tobacco products in all facilities and University grounds. This includes cigarettes, pipes, chewing tobacco, e-cigarettes, vape pens, and all similar products. This provision is strictly enforced by the University. Violation of this policy will result in a \$100.00 assessment for each occurrence and may also result in disciplinary action and/or eviction.

20. Children–Supervision: University provides no supervisory personnel for children in the Premises or the Housing Complex and the Resident is responsible for the supervision and safety of their children or children who are in Resident's care at all times in accordance with the provisions of the Housing & Dining Services Policies & Procedures, which is specifically incorporated herein. Violations of policy by children will be applied to the Resident as the primary occupant and person responsible for supervision of their children. Additional State, Local, and University authorities may be contacted to address concerns of inadequate supervision of children.

21. Termination: This Lease may be terminated by the Resident only by filing a completed Intent to Vacate form online, which gives the University written notice of Resident's intent to vacate, and such form must be filed at least thirty (30) days in advance. If Resident terminates this Lease prior to the end of the Term, Resident shall be responsible for thirty (30) days of rent, together with a non-negotiable

breakage fee of up to \$360 as liquidated damages to offset administrative and related expenses. If Resident terminates this Lease with thirty (30) day written notice due to academic reasons, including completion of studies/graduation from the University, attendance at a University-verified study abroad/exchange program of at least one academic term, or completion of a visiting scholar contract, no rent beyond the thirty (30) days or lease breakage fee shall be charged. For the purposes of these terms, voluntary withdrawal and/or transfer to another college/university are not regarded as academic reasons.

This Lease may be terminated by the University for any the following reasons:

a) Default by Resident for any violation of the terms of this Lease or for a “substantial violation” (as defined by statute), by giving the minimum notice required by Colorado law;

b) Resident’s failure to maintain adequate student standing at the University by giving Resident written notice of such failure and Resident shall have two (2) weeks from the date of such notification to vacate the Premises;

c) Upon notice by the University’s Student Resolution Center that Resident has been ordered to vacate the Premises.

In the event of such notice, the Resident shall vacate the Premises by the deadline established by the Student Resolution Center or, if no such deadline is stated, then no later than ten (10) calendar days from the date of the disciplinary order. In the event the Resident fails to vacate the Premises, they grant the University the right to restrict access and move their possessions from the Premises and to store such items at the Resident’s expense. Such storage will be limited to items identified not to be hazardous, soiled, or otherwise unsafe to retain as determined by the University. In the event the University terminates this Lease and Resident fails to vacate, the University shall have the right to remove Resident’s possessions from the Premises and store them for up to 30 days, but the University is not obligated to store such possessions. In the event the University stores Resident’s possessions, Resident shall pay a daily storage rate up to 30 days. After 30 days the University may deem Resident’s possessions as abandoned and may dispose of them in a manner it deems appropriate.

d) By the University, for any reason, upon thirty (30) days written notice to the Resident.

If the University terminates this Lease under Sections 20(a), (b) or (c), Resident shall be immediately liable for and pay to the University a termination fee equal to one month’s rent, plus all rental amounts incurred until Resident vacates the Premises. This clause does not limit cleaning or damage charges referred to herein. Transfers do not require a 30-day notice to vacate. However, the current transfer fee will be assessed.

At the close of each semester, any graduating Resident and those Residents not continuing at the University MUST VACATE the Premises on or before the last day of the month at the end of the Term, specifically, December 31 for Fall, May 31 for Spring, and August 31 for Summer. Resident remains responsible for the 30-day notice required in Section 20.

Residents vacating an apartment must complete all required procedures. These include cleaning of room/apartment, removal of all belongings, completion of check-out directions, and turning in keys to the community office. Failure to do so may result in a minimum \$150 improper check-out fee in addition to other identified costs.

22. Surrender of Premises: Upon termination of this Lease the Resident shall surrender possession of the Premises to the University in as good condition as when rented, ordinary wear and tear excepted, and any damage will be repaired at Resident's expense. The Premises shall be vacated no later than the end of the Term or as stated on the Resident's Intent to Vacate form. Any extensions and exceptions must be approved in writing prior to the end of the Term by the Housing & Dining Services. Resident's failure to timely vacate the Premises shall result in an additional per diem charge to be determined by the University, and assessment of daily rent. The additional per diem charge is no less than \$20 per day and is subject to increase at the University's sole discretion. Such possession shall be subject to all the terms and conditions of this lease, and Resident shall be subject to Colorado law applicable to such tenancy.

23. Keys: Keys for the Premises shall be distributed only to the Resident. In Family apartments, additional occupants may receive a key to the premises upon approval of the proper request form by the principal Resident via the Housing Portal and as applicable by relevant policies, such as supervision of children. Additional fees may be applied to the Resident's University account for additional keys requested for their listed occupants. All keys for the Premises shall be returned upon vacate from the assigned apartment or termination of this agreement. Resident shall not permit the duplication of such keys and shall not distribute such keys except as directed by Housing & Dining Services. Resident is responsible for reporting any lost, stolen, broken, or non-working keys to Housing & Dining Services staff, and replacement of such keys will be the financial responsibility of the Resident. The installation of additional locks, chains, or dead bolts is strictly prohibited.

24. Enforcement—Costs: Should the University incur any expenses in the enforcement of any of the terms of this Lease, Resident shall pay the costs of such enforcement including, but not limited to reasonable attorney's fees, court costs, and costs of service. Any past due amounts shall bear interest at the rate of eighteen percent (18%) per annum until paid in full.

25. Miscellaneous:

- a) Time limits must be strictly observed under the Lease.**
- b) When terms hereof are expressed in the singular they may be construed in the plural and where any identifier is used, any identifier may be applied where such modifications are dictated by facts.**
- c) The failure of the University to insist upon the strict performance of any agreement, term, covenant or condition stated herein or to exercise any right or remedy shall not constitute a waiver of any breach of the agreement, term, covenant or condition to be performed or complied with by Resident.**
- d) This Lease shall constitute the final, complete, entire and exclusive understanding of the parties and shall supersede all prior or contemporaneous agreements, discussions, representations, and understandings, whether oral or written, between the parties respecting the subject matter hereof and cannot be amended, modified, waived or discharged except in writing acknowledged by both parties.**
- e) This Lease shall be governed by the laws of the State of Colorado, without regard to the conflict of laws provision thereof.**

26. Governmental Immunity: The University is a state government institution governed by the Colorado Governmental Immunity Act, Colo. Rev. Stat. § 24-10-101, et seq. (the "Act"). Notwithstanding any other provision of this Lease to the contrary, no term or condition of this Lease shall be construed or interpreted as a waiver, express or implied, of any of the immunities, rights, benefits, protection, or other provisions of the Act, as now or hereafter amended. The parties

understand and agree that liability for claims for injuries to persons or property arising out of negligence of the State of Colorado, its departments, institutions, agencies, boards, officials and employees is controlled and limited by the provisions of the Act, as now or hereafter amended, which provisions are hereby incorporated and made a part of this Lease.

27. Indemnification: Resident hereby agrees to indemnify, defend, and save the University harmless from any and all liability, loss, damages, costs or expenses, including attorneys' fees on account of injuries to persons or property of the University or of any other person where the injuries are caused by the negligence or intentional or willful misconduct of the Resident, or of any other person entering upon the Premises or the Apartment building under the express or implied invitation of the Resident, or where such injury occurs as a result of the violation of the provisions of this Lease by any such person. Resident hereby agrees to indemnify, defend, and save the University harmless from any threats or claims made by any person on account of injuries to persons or property related to the activities conducted by the Resident or any services provided by the Resident to third parties.

28. Dangerous Situation: Should the Resident or any permitted occupant or guest be a danger to themselves or others in the opinion of University staff, due to any reason, including but not limited to psychological or medical, the University, through the Office of Housing & Dining Services, reserves the right and Resident hereby grants the right to immediately remove the Resident/occupant/guest from the Premises until the situation is assessed and a determination made regarding the dangerous situation.

29. Standard of Conduct: The Resident and all permitted occupants and guests shall conform to the University's standards of conduct, which are consistent with the education objectives and priorities of the University. Respect and consideration for the rights of others and their needs for study time and rest must receive priority over other needs. Each resident is expected to respond appropriately to requests from staff and fellow residents concerning behavior which does not honor this priority.

30. Consolidation/Assignment Changes: The University may consolidate and/or make reassignments, permanent or temporary, at any time as considered necessary, including enforcement of public health-related isolation and quarantine. If Resident is in a shared apartment without an assigned roommate, Resident should expect the possibility of getting a roommate or being reassigned to another partially occupied apartment at any time. Resident should always keep remaining shared space ready for a roommate. Any costs incurred to clean/clear shared space for a roommate will be billed to the Resident(s) as applicable.

31. Emergency Repossession: The University reserves the right to repossess the Premises in the event of an epidemic, maintenance concern or other emergency. If Resident should contract a communicable disease, Resident may be required to leave University housing until no longer contagious. This is due to the hazard of infecting others in a shared environment.

RESIDENT: _____
(Primary Resident) (Date)

On behalf of Housing & Dining Services
Nick Sweeton
Associate Executive Director

Colorado State University does not discriminate on the basis of race, color, religion, national origin, sex, age, veteran status, or handicap. The University complies with the Civil Rights Act of 1964 related Executive Orders 11246 and 11375, Title IX of the Education Amendments Act of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, Section 402 of the Vietnam Era Veteran's Readjustment Act of 1974, the Age Discrimination in Employment Act of 1967, as amended, and all civil rights laws of the State of Colorado. Accordingly, equal opportunity for employment and admission shall be extended to all persons and the University shall promote equal opportunity and treatment through a positive and continuing affirmation action program. The Office of Equal opportunity is located in Room 101 Student Services Building. In order to assist Colorado State University in meeting its affirmative action responsibilities, ethnic minorities, women, and other protected class members are encouraged to apply and to so identify themselves.

COLORADO STATE BOARD OF GOVERNORS BY AND FOR COLORADO STATE UNIVERSITY