



HOUSING & RESIDENCE LIFE

Residence Hall Loft Kit Form

The Housing & Residence Life Office offers a limited number of Loft Kits for residents in Appleby East, Appleby West, Covington, Hawthorne, Mattielou, and Olive. We are continually working to provide UNA residents with the best possible quality of service available to enhance their university residential environment.

Required Deposit

- Loft Kits are available with a \$100 deposit. The \$100 will be refunded if the Loft Kit is returned in good condition.

Loft Kit Lease Agreement

I understand and acknowledge that the agreement is subject to the terms and conditions outlined below:

- Lessee shall be responsible for and pay the repair costs of any damages to the Loft Kit except where such damage is the result of normal wear and tear of the Loft Kit.
- Replacement value of the Loft Kit is \$175.
- In the event of malfunction of the Loft Kit, the lessee is responsible for informing the Housing & Residence Life Office as quickly as possible. The Housing & Residence Life Office will arrange for servicing or replacement of the Loft Kit.
- The Lessee agrees that the leased Loft Kit shall not be moved from one residence hall to another hall.
- It is the responsibility of the Lessee to have the Loft Kit clean and in good repair at the end of this lease agreement.
- Lease agreement is in effect until the Loft Kit is returned to Housing & Residence Life.
- Lessee is responsible for taking the Loft Kit apart and notifying Housing & Residence Life it is ready to be picked up.
- I, the Lessee, agree to pay the deposit for the lease of the Loft Kit, payable to the University of North of Alabama.
- If full payment is not received, this contract is null and void and the Loft Kit will not be delivered.

Form Submission

If you wish to lease a Loft Kit, please read the lease agreement and sign below. Return the bottom section of this form along with a check or money order made payable to University of North Alabama (UNA).

Mail To:

Housing & Residence Life
1 Harrison Plaza
UNA Box 5037
Florence, AL 35632



HOUSING & RESIDENCE LIFE

Residence Hall Loft Kit Request & Agreement

I agree to the terms and conditions of the loft kit lease agreement:

Deposit: \$100 ☐ Check ☐ Money Order

Loft Kits units will be leased with priority given according to the date the lease agreement and payment are received. Quantity may be limited. Please keep top portion of this form for your records.

RESIDENT INFORMATION (STUDENT)

Last Name: _____ First Name: _____

UNA ID (8 Digit L#): _____ Phone Number: _____

Resident Signature: _____

Office Use Only: Date Received: _____ ☐ Check ☐ Money Order / Hall _____ Room _____