

FLREC HOUSING GUIDELINES

University of Florida – IFAS

Fort Lauderdale Research and Education Center
3205 College Avenue
Davie, FL 33314
(Updated and Approved: April 2023)

A. INTENT:

FLREC housing makes research at FLREC more attractive by giving students greater flexibility and reducing their housing costs. In addition, research can be accomplished during summer months at the Center without the added cost of a second residence. The intent of this policy is to allow the proper use of FLREC Housing for the benefit of students who are enrolled in formal UF-IFAS curricula to reside at the Center for the purposes of completing their graduate degree requirements. In addition, housing may also be used to promote research programs through the housing of non-degree students referred to here as Interns. Interns are FLREC faculty sponsored students, visiting students/scholars, students in training, and cooperative studies students. The families of married students will not be housed in the residences. The purpose of this document is to provide guidelines to ensure a safe, secure, equitable, and respectful living environment for all members residing in the FLREC housing facilities. This guidance will be interpreted and reviewed periodically by the FLREC Graduate Housing and Office Committee as issues arise.

B. HOUSING PRIORITIES:

Housing priority is granted in the following order:

- 1) UF Graduate students – Full-time graduate student, as defined by the Graduate School, chaired or co-chaired by FLREC faculty.
- 2) Graduate students enrolled in other universities working with FLREC faculty on specific projects.
- 3) Interns, non-degree students, visiting students, students in training and cooperative studies, students working with FLREC faculty.
- 4) Long-term post-doctoral scientist employed full-time in HR post-doctoral employment category by the University of Florida and assigned to the FLREC.
- 5) Short-term FLREC visiting scholar.

UF Graduate Students (Full-time) will have the highest priority for housing accommodation. All other applicants from order (2) to (5) (e.g., terms, maximum durations of stay etc.) will be reviewed and considered on a case-by-case basis by the FLREC Graduate Housing and Office Committee, contingent upon the housing availability. While the overall goal is to strive to accommodate as many applicants and requests as possible, our capacity is ultimately limited by the occupancy limit of the FLREC housing facilities.

C. YOU WILL NEED:

You will need to prepare and provide pillow(s), bedding such as sheets, comforters, mattress, bath linens – towels, washcloths, etc., personal hygiene products, food, and beverage. A clothes washer and dryer are provided, as well as cooking implements such as pots, pans, and utensils.

Depending on your length of stay, it may be advisable to obtain a car or some sort of transportation as public transportation to the center is limited. Transportation arrangements need to be made with your faculty supervisor prior to arrival to ensure all your basic needs are met.

ALL APPLICATIONS for student or visitor housing accommodations should be submitted by the faculty sponsor one semester (or at least a minimum of four months) using the online form in the FLREC website. Delay in submitting applications may result in the inability to accommodate the housing requests, regardless of the priority order. If you experience any issue in submitting the request, please feel free to contact the Housing Chair and Coordinator (Dr. Jiangxiao Qiu [qiuj@ufl.edu]; Coordinator – Janay Johnson [janayjohnson@ufl.edu]).

Application deadlines are established:

- **Jan 1 for Summer Semester Housing (May 1-July 31)**
- **May 1 for Fall Semester Housing (August 1-December 31)**
- **August 1 for Spring Semester Housing (January 1-April 30)**

If all available housing space is taken, waitlist will be established following the submission date that will be used as a criteria for review and consideration of housing requests.

D. GENERAL RULES:

1. Students must be 18 years of age or older to stay at FLREC Housing.
2. Priority based on earliest date of acceptance to UF graduate school for the degree being sought while at the FLREC, and date housing application submitted to FLREC Graduate Housing Committee. Date of application for housing cannot precede date of acceptance to graduate school. *Once occupancy has been granted to a student, another student who applies for housing later cannot supersede the original grantee, even if the latter student was accepted to graduate school on an earlier date.*
3. For graduate students only, if space is available, length of stay can be extended after reapplication and acceptance by the Graduate Housing Committee for as long as they are a student of a FLREC faculty member.
4. For post-doctoral scientists only, if space is available, maximum length of stay can be extended after reapplication and acceptance (not guaranteed) by the Graduate Housing Committee.

5. For all other categories, if space is available, maximum length of stay can be extended after reapplication and acceptance (not guaranteed) by Graduate Housing Committee.
6. Reapplications for all residents will be evaluated based on existing space and future space needs based on the priority list above.
7. If all the FLREC housing is fully occupied and a graduate student has occupied space in the house for 12 months, only an incoming graduate student (not a post-doc, visiting scientist, or intern) has the priority status to force the eviction of the currently occupying graduate student.
 - a. A current occupant will receive at least three month's eviction notice. We will strive to give more than one month's notice, but that may not always be possible. Therefore, it is important to alert the Graduate Housing Committee and Coordinator to a potential incoming graduate student.
8. No children or pets are permitted.
9. Tenants are first housed single occupancy (one person per room), then reverting to double occupancy as space is needed. Order of who gets a roommate and when will be considered holistically based on the following factors: (a) occupant status (e.g., interns will share room first); (b) past record (i.e., timing, duration) of room sharing (e.g., tenants with shortest sharing days will be higher in the order for room sharing); and (c) overall duration of stays. The final room sharing assignments will be reviewed and determined by the Graduate Housing Committee.
10. No male/female room sharing.
11. Once an offer of housing has been made to a student, post-doc, visiting scientist or intern, that person must respond back within 2 weeks indicating whether they are accepting or declining this offer.
12. FLREC Center Director and Graduate Housing Committee will arbitrate any disputes regarding occupancy.
13. Male and female living areas are divided by sleeping and bathing areas. Adherence of male and female only sleeping and bathing areas will be strictly held to. During normal non-quiet hours determined in resident policy, males and females may visit in each other's room. During the hours of 10:00 AM to 10:00 PM, males and females may visit in each other's side of the room. These hours may be modified depending on roommate preferences or quiet hours and agreed upon by all occupants residing in the house.
14. Increased noise should be expected, so it is recommended that the roommates come to an agreement of what is an acceptable level of noise. Inappropriate behavior (e.g., loud noise after midnight) that might make your roommate uncomfortable and disturb the quiet hours is generally not allowed.

15. Occupants can report any inappropriate behaviors or major violations of the housing rules to the Housing Committee Coordinator with proper documentations.
16. Severe violation of rules will result in one warning and notification of the sponsor faculty. If an occupant accrue three warnings, the case will be reviewed and considered by the Graduate Housing Committee for forfeit of residing status and potential eviction.

E. VISITOR POLICY:

Your visitors are your responsibility. Your visitor should be always accounted for. This includes leaving them alone in your room for extended periods of time. If you are not comfortable with visitation, please see the Housing Administrator to possibly be assigned a different roommate.

All Visitors must check in at the front desk or with the Resident Leader after FLREC business hours and fill out the Visitor Form. Residents are responsible for informing the resident leader, Housing Administrator, and residents in their house that they will have a visitor prior to their arrival.

Current students are allowed to have visitors for a 3 day/2 night stay with approval of all housemates and if a vacant space is available. Repeat visitors are allowed two stays in a one-month period. Visitation by the same guest that exceeds the two stays per month limitation and any extended stays (exceeding 3 day/2 nights) MUST be approved by the housing director.

Special visitation requests must be approved by the FLREC Graduate Housing and Office Committee and Center Director at least one week in advance of visitation with a maximum of 7 days for extended visitation. Residents are responsible for any damage caused by their guests. The University and FLREC will be held harmless if guests are injured during their stay.

F. RESPONSIBILITY OF THE FACULTY SPONSOR:

It is the responsibility of the faculty sponsor to make sure that, prior to the arrival of the student or visitor: 1) the assigned housing is clean and ready for occupancy; 2) to make arrangements with the student or visitor (tenant) to provide linens and bathroom supplies 3) ensure that fire extinguishers and smoke alarms are present and operational (if missing, inform Housing Committee and Coordinator); 4) obtain house keys, electronic gate card, hurricane plan, emergency contact list from the FLREC office staff and give these items to the tenant; 5) inform the resident leader in the house of the student's name, cellphone number (if available), length of occupancy, and introduce them within normal working hours; 6) collect house keys, center keys, gate card, etc. from the student before they leave and return all items to the front office staff; and 7) check the facility after the student leaves for cleanliness and readiness for the next occupant. If items are missing or damaged, the faculty member must inform the Housing Committee and Coordinator.

G. TRANSPORTATION:

The use of state-owned vehicles and UF funds for personal needs is prohibited. Sponsoring faculty are responsible for the well-being of their graduate student and/or intern and should NOT assume that other residents will assume this responsibility. This includes transportation, entertainment, grocery shopping, etc.

H. RENTAL PAYMENTS:

Rent is \$200/month.

Rent is payable on or before the 1st of each month. Rent must be paid by check or money order payable to the University of Florida. Rent is collected and a receipt provided by the FLREC front office. Residents should report to the main office if there is an issue with paying their rent.

Residents that do not pay or are consistently late with their rent will be subject to eviction from the housing. If you and your personal belongings reside in the space assigned, you are required to pay the monthly rental amount in a timely manner. If you should travel for any extended period for personal or academic related reasons, you are still responsible for paying monthly rent. You may vacate your space and cancel your lease in writing or in person with the Housing. At that time, you will be required to remove all personal belongings and complete the Checkout List. If you decide to return later, you will be required complete the Request Form and will be assigned to an available room. You will not be guaranteed the same house or room.

G. OCCUPANT RESPONSIBILITIES:

1. Before occupants can use their personal computer in the housing unit, they must meet with the FLREC IT Specialist first to make sure that it is adequately virus protected. For use of computers at FLREC, occupants must adhere to the UF Acceptable Use Policy found on the UF website. **In addition, do not download any Wi-Fi routers on your personal computer or laptop.**

2. **Neither the University of Florida, IFAS, FLREC nor the Housing Committee assumes any liability for personal possessions during occupancy. All residents should consider obtaining renter's insurance.** Renters' insurance, often called tenants' insurance, is an insurance policy that provides some of the benefits of homeowners' insurance but does not include coverage for the dwelling or structure. It provides liability insurance and the tenant's personal property is covered against named perils such as fire, theft, and vandalism. It also pays expenses when the dwelling becomes uninhabitable. Due to renters' insurance existing mainly to protect against losses to the tenant's personal property and provide them with liability coverage but not to insure the actual dwelling, it is significantly less expensive than a homeowners' policy. **The University of Florida and FLREC is responsible for insurance on the dwelling itself but bears no responsibility for the tenant's belongings.**

3. Occupants shall provide pillow(s), mattress cover (twin size), linens, bathroom supplies, and other supplies of a personal nature. Hangers are NOT provided. Current cookware supplies in the dormitory are available for use.

4. In accordance with University of Florida and State of Florida rules, residents are not permitted to have open containers of alcohol outside the residence. Alcohol use is strictly prohibited for an occupant under 21 years of age.

5. Pursuant to UF- 2.022 of the University of Florida Regulations, tobacco use, either by smoking or other means, is prohibited in all areas of the University campus. “SMOKING” means inhaling, exhaling, burning, carrying or possessing any lighted tobacco product, including cigarettes, cigars, pipe tobacco, shisha and any other lighted tobacco products. This also includes any lighted substance, including but not limited to cloves, spices, incense, herbs, and illicit drugs. Possession and/or use of hookahs is prohibited. Use of E-cigarettes and other vapor generating electronic devices are also prohibited in enclosed indoor environment.

6. Residents are not allowed to use any air freshening products that are plugged into an electrical outlet. Possession or use of all candles (including wickless and candle warmers) and incense/smudge pots or trays for any purpose is prohibited in the residences. Diffusers or air fresheners such those that can be sprayed, or gel pop-top air fresheners are acceptable.

7. Extension cords/multi-plug adaptors - For the protection of the residential community, residents are permitted to use extension cords with the following restrictions: Only UL (Underwriters Laboratories) certified three-prong grounded extension cords that are 14 gauge or heavier are permitted to be possessed and/or used inside the residence halls. The extension cord must be equipped to plug in **one item only**. An extension cord that meets all other requirements and is designed for more than one item to be plugged into it is not allowed because this type of extension cord is considered a multi-plug device without a circuit breaker.

NOTE: The lower the gauge number, the heavier/thicker the cord is. Cords cannot exceed 10 feet in length. Only one appliance/item may be plugged into an extension cord; only one extension cord may be used per double outlet. Only UL (Underwriters Laboratories) or ETL certified multi-plug adapters with circuit breakers are permitted to be possessed and/or used inside the residence halls. Mini generators with circuit breakers that back-up devices or conserve power are prohibited. Up to three appliances/items may be plugged into one multi-plug adapter per double outlet. The maximum wattage for a double outlet is 1,500 watts. Extension cords and multi-plug adapters may not be connected. Items may not be plugged into outlets/plugs contained in other items.

8. Maintenance and repairs shall be requested through the Housing Administrator or Associate Director.

- Monthly inspections of facilities including bedrooms will be conducted the first Tuesday of the month at 1:15 pm. The resident leader of each house NEEDS to be present.
- Tenants have the right to be present
- Inspections will be carried out by the resident leader, farm crew leader, and one other farm personnel for safety and cleanliness. This is for compliance with general cleanliness and upkeep of the facility as well as for safety.

- This team will review shared space to make sure equitable and balanced use of the space is appropriate. They will also make sure this area is clean and usable.
- If we find a violation in their room, it will be written up and documented. After **THREE** violations, they will be asked to move out.
- FLREC shall maintain the facility including appliances, plumbing, heating, and cooling, septic system, power, and water.

9. Cooking is permitted only in the kitchen. Persons using the kitchen are responsible for proper cleanliness. Repeated failure to comply with kitchen cleanliness could result in a violation against the resident. Trash must be always covered and deposited into the FLREC trash cans by the occupants and taken to the dumpster. Scheduled cleaning responsibility will be posted and agreed among the residents. Failure to maintain this responsibility will be reported to the Housing Administrator.

11. No unauthorized modifications to the floor plan, walls, electrical, or telephone systems are permitted.

12. The use of clotheslines or outdoor laundry drying is permitted.

13. All safety regulations shall be followed, and safety devices shall not be modified. It is the responsibility of all residents to abide by the University of Florida's Housing Guidelines.

14. All furniture assigned to resident rooms must remain in the room. No furniture is allowed to be removed from rooms by residents.

15. Tampering with, opening, or removing window screens is prohibited. To maintain control over air quality and environmental safety, windows must be closed and locked at all times.

16. Personal storage space is limited to items that can be stored in the assigned drawers and closet space. Large personal belongings of graduate students and interns (furniture, appliances, etc.) cannot be stored in the residence. All personal belongings must be removed upon check-out.

17. Occupants shall check-in Monday through Friday during regular business hours 8 a.m. to 4:30 p.m. Check out shall be scheduled during the same business hours so inspections may be initiated prior to the occupant's departure. If departing during the weekend, occupants are required to contact the Housing Administrator on Friday so the bedroom and the bathroom can be inspected.

18. Occupants are expected to provide both regular and end-of-stay cleanings. Spot checks will be arranged randomly to ensure that occupants' cleaning responsibility is sufficiently satisfied. Prior to vacating FLREC Housing, the occupant and Housing Administrator, and/or responsible faculty member shall conduct a walk-through inspection. Cleanliness issues and deficiencies shall be the responsibility of the occupant and the sponsoring faculty member. Faculty, if your sponsored student/intern/research scientist leaves their space in disarray, you or someone from your lab will be responsible for cleaning the area(s). No exceptions. While the regular mowing and general upkeep of the grounds are the responsibility of FLREC, litter and other items are the responsibility of the occupants.

20. Graduating students have 30 days from their graduation date to vacate the residence.

21. No pets allowed.

22. Any exceptions to this policy will have to be approved by the FLREC Housing Committee. In the event an issue arises that is not explicitly outlined in the current policy the housing committee will meet to discuss the issue. The decision of the committee will be final and effective immediately while grandfathering existing residents to the old policy except when in direct contradiction to the new policy. In the event of issues or conflicts between two residents the resident leader should be informed. Undefined areas in question will be referred to a member of the housing committee to determine the interpretation until the housing committee can meet. The resident leader will attempt to resolve the issue first and if necessary, will recommend mediation with FLREC administration.

23. Violations of policies that come before the committee may result in removal from the housing.

These policies may be updated in the future and revised forms will be provided for residents to acknowledge and sign.

RESIDENT POLICIES

These are general rules for the resident dorm/house. These policies were written by grad students who have stayed in the house. They were designed for comfort of the other members of the house and to distribute the common cleaning chores better. Residents are a diverse group of individuals, but these rules allow some continuity when living in close quarters. Residents should have monthly meetings to discuss any problems.

Chores: A chore list should be made available in the common area. As the chore is completed, the designated person must initial and date. This will assist the resident leader in determining where problems might exist or who might not be doing their part to keep the house clean.

1. Clean up after yourself when you cook in the kitchen. Food left out after cooking will not be tolerated. Remember that there could be 7 other people behind you waiting to use the counters and stove.
2. If you cook every night you need to be more active in cleaning. Some students don't cook and should not be responsible for your mess.
3. There are some assigned areas in refrigerators and other areas are community. Please try to only take your share of the refrigerator. Also, please clean up your expired food, as it may begin to smell or rot.
4. Please keep the counters from becoming storage. Use assigned pantry space for personal items. Counter space is for food prep.
5. Bathroom chores are also listed in the common area. Remember that one person's idea of cleanliness might not be yours, so help keep all areas clean.
6. During resident absences for meetings, vacation, and breaks, if you notice someone gone or one area being neglected try to help. If you know you are going to be gone for any period, please let your housemates know so they may cover your chores.
7. Monthly meeting should be held so residents can discuss rules and concerns. Residents are responsible for buying items for the house such as toilet paper, paper towels, garbage bags, etc.
8. Laundry - You should be prepared to promptly remove clothes from the washer and dryer after they are done, so other people can use them. A general guide would suggest that you would not leave clothes that are done in either machine more than an hour or two. It is not recommended that you leave the house for very long when doing laundry. If you would like to do laundry over the course of the evening, please remove it in the morning as soon as you have an opportunity.
9. Common areas: Quiet hours are from 10:30 pm – 6:30 am on the weekdays and 12:00 pm until 10:00 am on the weekends. All other times please try to keep noise to a minimum.
10. Please pick up after yourself when you use the table and living area. Please remember to turn off lights when not in use.

11. The front and back door are always to remain locked for security purposes. If you are going in and out of the house, you may unlock it temporarily but please try to remember to relock the door when you are done.
12. Please make sure that the privacy doors on both the girl's side and boy's sides are always closed. They are designed for people to be able to walk between the bedroom and bathroom without being exposed to the common area.
13. Please keep the TV at a reasonable volume.
14. Please keep phone conversations to a minimum from the living room.
15. The kitchen counters are not to be used as storage. If you have personal food, it needs to be placed in your assigned cabinet space.
16. Use the erase board hanging in the living room if you have any quick comments for the entire house or specific notes for people you can't communicate with otherwise. Please refrain from using this board as opposed to direct discussion with one person.
17. Bedrooms: You are living in proximity with others, so please try to be accommodating for your roommate. Please observe quiet hours in your room based on whatever you and roommate decide on as long as they follow house-mandated guidelines. Weekend hours are subject to different interpretations. Please discuss with your roommate on quiet hours. For those early risers please refrain from making lots of noise until 8:00 a.m.
18. Please review rules with your housemates. If anyone needs to have a conversation to work through things, the resident leader will be available for discussion of problems and determining solutions.
19. Room changes can be arranged if there is a problem.
20. For health and safety reasons, we NEED a sign in and sign out sheet.

HOUSE CHORES DESCRIPTION:

Microwave: You should cover your food before using the microwave. If you spill food, clean after yourself. Do not wait for the person in charge of this chore to do it for you. To clean: wipe down inside and outside of the microwave with a paper towel and all-purpose cleaner or surface wipes. Hand-wash the rotator plate if needed, dry it, and place it back.

Floor: Everyone must take care of keeping the floor clean. If you get dirt inside, sweep and/or mop. Do not wait for the person in charge of this task to do it for you. To clean: sweep the floor. Dilute floor cleaner as directed on the bottle with warm water and mop. Sweeping and mopping will need to be done weekly. If you make a noticeable mess from mud, dirt, or some other mess please clean up that area.

Tables: Clean after yourself. Use all-purpose cleaner or surface wipes and wipe it down with a paper towel weekly including living room tables.

Counters: Clean after yourself. Use all-purpose cleaner or surface wipes and wipe it down with a paper towel once a week. Do not let food sit for long periods of time over the counters.

Vacuum: Pass the vacuum cleaner on the living room carpet once a week. Move the tables and seating areas to get under the edge of furniture.

Kitchen Sink: If you wash dishes or pots, clean the sink drainer from food leftovers. Run the garbage disposal if you have left food in it. Run water at any time you use the disposal. To clean the sink, scrub with soap or whatever is available and a sponge weekly.

Stove: You should clean the top of the stove after you cook. If you spill food, clean after yourself with all-purpose cleaner and a paper towel. Replace aluminum foil if you get it dirty. To clean: Lift the top of the stove and make sure is clean. Wipe down if necessary. Put the top stove back on its place; replace aluminum foil on the burner plates if needed. Put burners back.

Back Porch: Clean the table with wipes or cleaner and sweep the floor.

Dishwasher: People using the dishwasher should agree on using ‘Clean’ or ‘Unclean’ to know when dishes are done or need to be done. The dishwasher use is like the laundry system and should be done on a person-by-person basis. If you choose to use the dishwasher, please remove items in a timely fashion. You can wash plates, glasses, cutlery, and other easy washing kitchen stuff. Pots or pans should be hand washed and returned to storage. The machine does not scrub the dishes, so you should rinse them before putting them in the dishwasher. Add dishwasher detergent to the dispenser (do not use liquid dish soap). Select ‘normal washing’ cycle and press start. A light on the dishwasher panel will turn on that indicates dishes are clean and dry. You should put the dishes away on the cabinets/drawers provided.

Dish drainer: It will be used only to let dishes drying for short periods of time. It is your responsibility to put your dishes away.

Bathroom Sinks: Once a week spray and clean both sinks with available cleaner or disinfecting wipes. Wipe the counter around the sink and free areas. Clean the mirror.

Toilet: Spray and scrub once a week with available cleaner. Wipe out all around the toilet, tank, seat, etc. Add a blue disinfecting tablet to tank if needed. Take out the trash and replace bags. Try to use grocery store bags to recycle them.

Floor: Sweep and mopping just like kitchen floor. **Shower:** Wipe the curtain and spray available cleaner on the walls once a week.

Please remember to be courteous to others in the house.

This handbook is designed to give an overview of the University of Florida Housing and Residence Life Community Standards. These policies have been established in the best interest of the residential community at large in accordance with other university regulations, local, state, and federal laws, and input from previous residents.

UTILITIES and MAINTENANCE Utilities (water, electric) are provided at no additional charge courtesy of FLREC. Major utility and appliance repairs will be performed by the Center Maintenance Department.

Emergency requests should be made to the Maintenance Department, Fred Hirning, at 954-610-2264 (his FLREC cell phone number). Non-emergency repairs should be made by filling out a Work Request Form. Local telephone service is provided by the University. No long-distance service is provided.

APPLIANCES Laundry facilities (washer/dryer) are in the house. Refrigerator/freezer, oven, microwave, and dishwasher also are provided. If the appliances are not working, submit a work request. Please make sure all appliances, kitchen area and laundry area are kept neat and clean. Dishes, pots, pans and eating utensils will be provided. **Use of extension cords or power strips are prohibited in the dorm houses.** No appliances are allowed in dorm bedrooms. This is to avoid the danger of fire in improper use or overload.

FURNITURE Each student will be supplied with a single bed, chest of drawers and closet or wardrobe. **No personal furniture will be permitted in the bedrooms.** The common area will be supplied with a living room suite and dining room suite for shared use.

MAIL At present, there is a mailbox for each occupant in the Dorm Housing. As people leave, and new students enter, these mailboxes will reflect the new names.

MAINTENANCE OF HOUSING It is the responsibility of the tenant to maintain and clean the facility during their stay. All repairs, including replacement of light bulbs, will be handled by the Center's maintenance personnel. Cost of repairs will be determined by how the damage was caused, either through fault of the tenant or University. Any damage to housing caused by storms or fire will be repaired by the University. Damage to personal belongings is the responsibility of the tenant.

Any issues on the joint use of appliances, common areas and common furniture, and other issues such as cleanliness, noise, and odors must first be discussed among student/tenants and if a conflict cannot be resolved to mutual satisfaction, it will be brought to the attention of the responsible faculty member(s).

GENERAL SAFETY Please remember that this is a research facility. The garden around the graduate student house and wind mitigation house is maintained by the **Broward County Master Gardeners Volunteers**. Be aware of unevenness of ground, stakes, flags, wells, etc. when walking around the facility. **DO NOT PICK FRUIT, VEGETABLES OR ANY PLANT**, unless you have been given specific permission by faculty involved to do so. Rainstorms with lightning are quite common in south Florida. **DO NOT REMAIN OUTSIDE OR UNDER A TREE DURING A STORM BUT, MOVE INSIDE.**

HURRICANE POLICY South Florida is subject to the threat of hurricanes. The house is equipped with impact-resistant glass. It will be the tenant's choice as to whether they want to

stay in the house or evacuate to a hurricane shelter or other alternative location. However, if either University or local authorities determine that the facility is not safe for staying in during a hurricane, or that evacuation is necessary, the tenant must abide with such an order. The tenant **MUST** inform **the faculty sponsor** regarding where they will be during the storm and include a phone number. If after a storm the house is uninhabitable, the faculty sponsor and the University will attempt to find or provide temporary housing for the student or visiting scientist but is under no obligation to provide housing.

Note: A copy of FLREC Hurricane Plan will be provided at the time a tenant moves into the house.

TRASH Household trash must be kept in an appropriate trash container in the facilities and residents are responsible for taking out and disposing the trash. Aluminum cans and other recyclable material should be placed in the appropriate recycling containers in the units and when full, to be put outside the front door in the morning.

PETS No pets or animals of any kind are allowed in university housing.

CHILDREN No children (persons under 18 years) are allowed in university housing, except as visitors.

QUIET HOURS For the mutual benefit of all tenants, quiet hours will be maintained after 10:00 PM.

FIREARMS Firearms, explosives, fireworks, or other weapons or incendiary devices are not allowed in student housing or on FLREC property.

EMERGENCY PROCEDURES The tenant will be provided with contact information for critical faculty and staff at the time they move in. Below is critical information regarding specific emergencies.

- MEDICAL – CALL 911
- POLICE- CALL 911
- FIRE –Pull Fire Alarm, evacuate everyone from the building as quickly as possible and call 911.
- POWER OUTAGE – In the event of a power outage in the evenings or weekends, contact Fred Hirning (954-610-2264) or Dr. Kimberly Moore (954 804-0856).
- NON-EMERGENCY POLICE MATTERS – such as a break-in that has occurred while tenant was out, etc. call Davie Police Department at the non-emergency number 954-693-8200.

IN CASE OF EMERGENCY AND NON-EMERGENCY POLICE MATTERS, TENANTS SHOULD CONTACT THE FLREC ACTING CENTER DIRECTOR. (Numbers provided on contact list.)

These guidelines are intended for information purposes only. They are not and should not be interpreted as a complete description of all the rules, regulations and liabilities pertaining to the FLREC housing.

I have read and understand the rules and policies listed in this document.

Print Name

Signature

Date

- Checklist for items received prior to occupancy (tenant should initial each item):

_____ House Key

_____ Electronic Card for Front Gate

_____ Emergency Contact List

_____ FLREC Hurricane Plan (if present from June through November)

_____ Introduced to Campus Security Person