

Loft Policy Agreement

We the undersigned, have read the loft policy on the back of this form fully and agree to abide by it. We further understand, by our initials below, special care must be taken in the construction/placement of a loft and take full responsibility for constructing it accordingly.

_____ We understand that the University WILL NOT provide storage at the end of the year for lofting material once we take it apart to put our room back to its original condition and room furniture placement.

_____ We understand that we must incorporate existing bedframes, mattresses, etc into the design and construction of our loft. We understand the University does not provide storage for bed frames either in or outside our building and that it's against the rules for us to arrange off campus storage of GU property

_____ We agree that our loft will be free standing and not attach lofting material to walls or other building infrastructure or furnishings as part of our design.

_____ We understand that a loft may not block the effective use and functioning of any fire safety equipment

_____ We understand AND accept any fines for failure to comply with this policy.

Signed: _____

Print Name: _____

Signed: _____

Print Name: _____

Staff member reviewing this document: _____

Print Name: _____

Loft Policy Statement Gonzaga University

All lofts must be pre approved by building staff members and a Loft Policy Agreement must be signed and on file prior to construction. The following are some requirements which must be met and accommodated but should not be considered exhaustive. Each Residence Director may have other requirements more specific to her/his building.

1. Any existing University bedroom furniture must be incorporated into the loft
2. No existing University bedroom furniture may be stored outside of the assigned bedroom as a result of this loft.
3. Any construction must not require attachment of loft material to either room or building infrastructure or room furnishings. Your loft and attachments must be free standing. Violations of this clause will result in a \$50 fine to each student's account, plus the cost of repair.
4. Lofts must not block the primary purpose of any fire safety equipment, or present a hazard that such equipment will be bumped or damaged during use of the loft.
5. Lofts may not block access to equipment like thermostats, radiators, electrical outlets, etc.
6. No loft furniture or equipment will be stored in any building for the summer. Each student expecting to return and use the material a second year must arrange off campus storage of material.
7. Both room occupants must agree upon the design and take full individual responsibility for any subsequent damages or faulty design prior to approval
8. Lofts must be of sound design. For most, this means adequate cross supports.
9. No lofts should be constructed which puts sleeping space next to a room's ceiling. At least a 30 inch clearance between top of mattress(s) and ceiling is required.
10. Lofts need to be disassembled and material removed from campus prior to Thursday of finals week spring semester.
11. Beds, or other furniture found abandoned in hallways, basements, lounges, etc, will be removed and full replacement cost will be charged to students at check out.