

Sigma Chi House Corporation
Lease and House Rules
Updated November 4th, 2020

I. Purpose

These rules have been developed by the Sigma Chi House Corporation (the Landlord) for the Chapter house located at 737 West Magnolia Ave. Auburn, Alabama to ensure that the house is maintained and preserved for future generations of Sigma Chi's at Auburn University. These rules apply to all members, both active and alumni, to all pledges and to all guests of the Sigma Chi Chapter (Tenant).

II. House Rules

A. Common Areas

1. The Common Areas of the house include the dining room and living rooms, the entrance hall, the library, the ladies rest room and other areas that are commonly used by members and guests of the chapter.
2. The premises shall be occupied and used solely for residential use by the Tenant. The Tenant at all times shall fully comply with all state, local federal regulations, University regulations, rules of the Landlord, chapter by-laws and Sigma Chi International regulations. This includes, but is not limited to, all applicable fire and safety codes as well as alcohol and drug policy. The Tenant understands that this is a "Smoke-free/tobacco-free" house and as well there are no pets nor guns allowed in the house or on the grounds at any time. Service animals must be approved in advance by the Landlord with a doctor's note prescribing the service animal.
3. Live bands are not permitted to perform in the House.
4. The common areas of the house are to be locked off prior to any outside band party.

B. Dormitory Section

1. The dormitory section of the house includes the private rooms of members who live in the house, the hallways leading to those rooms, and the bathrooms located on those Hallways.
2. Smoking and/or the possession and use of any ILLEGAL DRUGS or CONTROLLED SUBSTANCES on Chapter premises is strictly prohibited and subject to disciplinary actions including expulsion from the fraternity as well as University and legal sanctions. If smokeless tobacco products are used in the

dorm section, they must be used in a manner that does NOT cause damage to the house.

3. The hallways in the dorm section must be decorated in a uniform manner. No posters, stickers, graffiti etc. is permitted on doors or walls in the hallway. Residents may paint the interior of the dorm room with written permission of the House Corporation.
4. The hallways in the dorm are to remain clear of any obstructions. Bicycles, motorcycles, furniture, trunks etc. are NOT permitted.
5. Inspections will be made of each dorm room prior to the beginning and end of each Semester.

C. Kitchen

1. No cooking will be allowed by anyone other than caterer. A microwave oven & coffee pot will be allowed on a table outside the kitchen in the Dining room.

D. Chapter Room

1. Food & beverages are not allowed.
2. The chapter Room shall be kept clean.

E. Consul Suite

1. The occupancy of this suite is at the sole discretion of the Housing Corporation.

F. Yard, parking lots & Party barn

1. No parties will be allowed in the Party Barn with doors closed.
2. The yard is to be free of trash at all times.
3. No automobiles or motorcycles are allowed to be driven or parked on the lawn.

III. Fines

Any member or alumni who violates these rules or knowingly permits a guest to violates these rules, will be fined \$100 and required to pay the cost of any repairs at invoice price +50%. This penalty is **in addition** to whatever discipline the chapter might impose on the individual.

IV. Amendments

These rules can be amended or altered by Sigma Chi House Corporation with 30 days' notice of the Chapter.

Gamma Sigma Chapter of Sigma Chi Individual Room Rental Agreement

OVERVIEW - If space is available, all Active Members are required to live in and pay full room and board for a minimum of **2** semesters.

RESIDENT NAME: _____

AU EMAIL: _____

PHONE: _____

SS#: _____

CO-SIGNER NAME: _____

EMAIL: _____

PHONE: _____

ADDRESS: _____

RESIDENT'S RESPONSIBILITIES

- A. Keep Chapter House and grounds safe, neat, clean and **in good repair**
- B. **Keep dorm room in good repair and use** in a manner for which it was intended
- C. No structural modifications may be made to the dorm room without written consent of the **Landlord**
- D. Abide by rules of the university, Sigma Chi Fraternity, Landlord, by laws of the Chapter and all state, local and federal laws.
- E. Alcohol policy – **to be developed by chapter in accordance with federal, state, local regulations as well as AU and Sigma Chi International**
- F. Drug policy - **to be developed by chapter in accordance with federal, state, local regulations as well as AU and Sigma Chi International**

DAMAGE BY RESIDENT Damage to the House, dorm room and grounds will be repaired professionally **to the satisfaction of the Landlord** and charged to the individual involved. Invoice is due and payable within 10 (ten) days. After 10 (ten) days, the individual will be charged **\$25 (TWENTY-FIVE DOLLARS)** per day as a late fee and if unpaid by the end of the semester, **deducted from the security deposit.**

PETS & FIREARMS No pets or firearms may be brought on the property or **kept** in the dorm rooms. Violation is grounds for eviction. **Service animals will be considered upon presentation of doctors prescription and approval of the Landlord**

FIRE & LIFE SAFETY No smoking or candle burning is permitted in the room.

TERM OF AGREEMENT **August 1st – May 31st**; If Resident continues to live in subsequent semesters, same terms and conditions apply, subject to change with a 30 day notice.

HOUSE BILL INCLUDES - Rent, utilities (electricity, gas, water/sewer, trash service, cable TV, internet service, **etc.**), meal service **when applicable**, Sigma Chi Fraternity dues, social fees ^[1]_[SEP]

HOUSE BILL PAYMENT OPTIONS

- 1. Pay Semester in full by 5th (fifth) day of the semester: \$2450.00** **2. Pay Monthly by 5th (fifth) day of the month: \$500.00 per month**

**Make House Bill payable to “(Sigma Chi Gamma)” and give to Quaestor by the due date.*

LATE FEES If House Bill is not paid by the due date and late payment approval **by the Executive Committee** has not been given, a **\$25** per day late fee will be charged until paid in full.

SECURITY DEPOSIT: \$500 payable to **(Sigma Chi Gamma)** upon lease submittal and refundable within **45** days of move-out. Deduction may be made for outstanding House Bill, damage repairs, fines, late fees and other reasonable charges.

EVICTON & COLLECTION PROCEDURE

1. **6 Days Past Due** A late fee of **\$25/day** will be added to the balance and a **10 Day Notice to Pay** will be issued to Resident and Parent.
 2. **30 Days Past Due** A **10 Day Notice to Move** will be issued to Resident and Parent and resident will be suspended from the chapter for the remainder of the semester. Re-instatement of the Brother will be at the discretion of the Chapter and via a vote of the Chapter exec committee
 3. **60 Days Past Due** House Bill will be turned over to a collection agency, additional costs of collection added and membership in Sigma Chi will be **processed for suspension and possible expulsion.**
-

RESIDENT SIGNATURE: _____

CO-SIGNER SIGNATURE: _____

DATE: _____

QUAESTOR: _____

CONSUL: _____

CHAPTER ADVISOR: _____