Winter Break Housing Sublet Agreement

This is an agreement to sublet a room for winter break between when residence halls close in December until they officially open in January. Winter housing will be in the Graduate Center. Both students must sign this agreement. Both students must be attending Brown in the spring semester. This agreement must be turned in to Residential Life before the week of closing.

Name of Student whose room is to be occupied _________________________________
First Name __________________________________________ Last Name
Building/Room # ____________________________ Box # ________________
Brown ID # _________________ Email ________________________________ Semester Level __________

Name of Student who is subletting ____________________________________________
First Name __________________________________________ Last Name
Building/Room # ____________________________ Box # ________________
Brown ID # _________________ Email ________________________________ Semester Level __________

PLEASE INDICATE REASON FOR STAYING:

______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

LENGTH OF STAY: From ________________ To ________________

Your signatures indicate your agreement to the following: 1. The student who is subletting will be responsible for obtaining the keys from the student whose room they are staying in. 2. The student subletting the room is responsible for paying for any damage that he or she causes to the official occupant of the room.

________________________________________ Date
Signature of subletter

________________________________________ Date
Signature of sublette

Both students should come to The Office of Residential Life and sign the agreement in the presence of a Residential Life Staff member before the week of closing. Please note that late agreements will not be considered.

For more information about winter break housing, please contact the Office of Residential Life at (401) 863-3500 or Res_Life@brown.edu.

FOR OFFICE USE ONLY Staff please initial as completed

Card Access Winter Building Activate Date ________________ Staff Initials ________________
Card Access Winter Building Deactivate Date ________________ Staff Initials ________________