

# PLU Campus Life

## Traditional Hall: Checkout Fee/Fine Explanation

### Traditional Halls

#### Dirty Room Fee: \$100

Rationale: PLU staff earn approx \$35 per hour (overtime pay for weekends/summer at move out times). The average room takes 60-90 minutes to clean. Outside cleaning services charge up to \$90 per hour.

Description: Every room is deep cleaned on campus following a year of occupancy. Ideally, students would clean their room by wiping down surfaces, vacuuming or sweeping and cleaning the recycle bin before moving out. This would leave a smaller job for the housekeeping staff to only address the deep cleaning needs of an area. A dirty room fee is assessed when the student moves out without cleaning the room. A typical dirty room charge would be applied for a dirty floor, sticky surfaces (desk, chair, counters), hair in drawers, dirty mirrors, etc. An additional fee may be applied for dirt or damage in excess of the description above.

\*If a room is excessively dirty (sticky surfaces on furniture, gum removal, spills, stains, etc. charges can range between \$100-\$200 depending on the level of cleaning needed. If charging over \$100, please supply photos to the Community Director).

#### Item Removal Fee: \$75 per load

Rationale: In order for this to be a deterrent, we need to increase the cost to dispose of purposefully left items or trash. This would mean a shift in training. We would no longer charge for accidentally left hangers in the closet or one drawer of missed items (this should be caught by the RA at checkout) However, students leaving their room and not taking responsibility for debris or unwanted items would be held monetarily responsible.

If items are left in a public area (Stairwell, lounge, etc...) the RA should work with the CD to try and determine the owner. If ownership can be proven, then item removal charges will apply. Example: Couch left in hallway. RA visually saw the couch all semester in the student room. The couch takes 4 people to haul out of the building = \$300 ( \$75 per load X4). \$300 would be split by room occupants unless ownership could be determined to the exact individual.

\*\*A load is considered the amount one person can comfortably remove for disposal.

#### Improper Check Out: \$75

Description: Improper checkout would now be defined as either a missed appointment or no check out (student just leaves and does not check out with the RA or doesn't complete the checkout envelope and return key). **This will no longer include not leaving the bed in freshman formation.**

\* Students who contact the RA to reschedule an appointment due to unforeseen or uncontrollable circumstances (family emergency, weather delay, illness) should not be penalized unless multiple appointments are missed or negligence is evident. Please see the Community Director for appropriate charges.

#### Late Check Out: \$100 with increasing increments of \$50

Description: If the student checks out **after the closing date/time** of the hall they will be assessed a \$100 penalty. For every hour past the first delinquent hour an additional \$50 will be assessed. If a student has a check out appointment on the closing day and misses it, causing them to move out past the closing time, only the Late Check Out Fee will apply and the Improper Check Out will be waived.

**Example:** Halls close at 6 pm. Student checks out at 6:30 pm = \$125. Student Checks out at 8 pm = \$200

#### Move in Formation/Loft Kit: \$50

Description: Not leaving the bed in Move in formation or not dismantling and returning the loft kit.

# South Hall: Checkout Fee/Fine Explanation

**Dirty Room Fee: \$100 per area.** See newly defined areas below.

Rationale: PLU staff earn approx \$35 per hour (overtime pay for weekends/summer at move out times). A studio apartment can take 2-3 hours for one person to clean and a 4 bedroom apt can take 4-5 hours. Outside cleaning services charge closer to \$75 per hour to cover equipment and transportation costs in addition to labor.

Description: Every room is deep cleaned on campus following a year of occupancy. Ideally, students would clean their room by wiping down surfaces, vacuuming, and cleaning the bathroom before moving out. This would leave a smaller job for the housekeeping staff to only address the deep cleaning needs of an area. A dirty room fee is assessed when the student moves out without cleaning the room. A typical dirty room charge would be applied for carpets not vacuumed, sticky surfaces (desk, chair, counters), hair in drawers, dirty mirrors in bathrooms, etc. An additional fee may be applied for dirt or damage in excess of the description above.

## Common Areas will be split between residents:

Living Room	\$100
Carpet (stains/dirt in excess of regular vacuuming)	\$100 up to cost of needed cleaning
Upholstered furniture (spills or excessive dirt)	\$75 or up to cost of needed cleaning
Kitchen (floors, counters, cabinets, etc)	\$100
Stove/Oven (spills, baked on food)	\$50
Fridge (spills, food)	\$50
Bathroom Vanity (Sink, mirror, floors)	\$75
Bathroom Toilet/Shower	\$100
Individually Assessed:	
Bedroom	\$75-\$100

\*If a bedroom is excessively dirty (sticky surfaces on furniture, gum removal, spills, carpet stains, etc. charges can range between \$75-\$200 depending on the level of cleaning needed. If charging over \$75, please supply photos to the Resident Director)

## Item Removal Fee: \$75 per load

Rationale: In order for this to be a deterrent, we need to increase the cost to dispose of purposefully left items or trash. This would mean a shift in training. We would no longer charge for an accidentally left drawer of kitchen utensils or plastic ice cube trays in a completely clean kitchen. However, students vacating an apartment and just walking away from items would be held monetarily responsible.

If items are left in a public area (Stairwell, lounge, etc...) the RA/CA should work with the CD to try and determine the owner. If ownership can be proven, then item removal charges will apply. Example: Couch left in hallway. RA visually saw the couch all semester in the apartment. The couch takes 4 people to haul out of building = \$300 ( \$75 per load X4). \$300 would be split by all in the apartment unless ownership could be determined to the exact individual.

\*\*A load is considered the amount one person can comfortably remove for disposal.

**Improper Check Out: \$75** Description: Improper checkout would now be defined as either a missed appointment or no check out (student just leaves and does not use the Express Check out system). This will no longer include not leaving the bed in move in formation.

\* Students who contact the RA to reschedule an appointment due to unforeseen or uncontrollable circumstances (family emergency, weather delay, illness) should not be penalized unless multiple appointments are missed or negligence is evident. Please see the Community Director for appropriate charges.

# South Hall: Checkout Fee/Fine Explanation

## **Late Check Out: \$100 with increasing increments of \$50**

Description: If the student checks out after the closing date/time of the hall they will be assessed a \$75 penalty. For every hour past the first delinquent hour an additional \$25 will be assessed. If a student has a check out appointment on the closing day and misses it, causing them to move out past the closing time, only the Late Check Out Fee will apply and the Improper Check Out will be waived.

**Example:** Halls close at 6 pm. Student checks out at 6:30 pm = \$125. Student Checks out at 8 pm = \$200

## **Move in Formation/Loft Kit: \$50**

Description: Not leaving the bed in Move in formation or not dismantling and returning the loft kit.