Student Residence Center
S. 16th Avenue & Nob Hill Boulevard, PO Box 22520, Yakima, WA 98907-2520
P: 509.574.4885 • src@yvcc.edu • www.yvcc.edu/housing

Guest Housing Agreement

Guest/Organization Name: __________________________ Contact Phone: __________ E-mail: __________________________

Mailing Address: __________________________________ City: __________________ State: _______ Zip: __________

Arrival Date: ___________________ Arrival Time: __________ Departure Date: __________ Departure time: __________

Number of Guests: Male Adult_____ Female Adult_____ Child(ren)_____ (children must be accompanied by their parent/legal guardian at all times)

Pricing (# of rooms): $30.00 per small room (one person maximum) per night | $40.00 per large room (two person maximum) per night

Payments: All payments should be made at YVC’s Cashier’s Office located in the Deccio Building Monday through Friday, 9:30 a.m. – 3:00 p.m. (Closed Fridays during summer). The Cashier’s Office will accept VISA, MC, personal checks, money orders, and cash.

For Staff Only:

Calculation: $30.00 x _______ x _______ = $________ + $40.00 x _______ x _______ = $________ |

Grand total

Cashier’s: Name: GUEST RENTAL | CUST ID: GUESTRENT – O | FEE CODE: 12 | FEE TITLE: SRC CONF / GUEST

Alcohol, Drugs and Sexually Explicit Materials Policy

The possession, use, consumption, furnishing or being under the influence of alcoholic beverages or dangerous drugs as defined by state and national statutes is prohibited in the YVC Housing facility and adjoining grounds. Likewise, public display of sexually explicit material will be considered sexual harassment and will not be tolerated.

Cancellation

You may cancel your reservation at any time by contacting the Housing Office; however if cancellation notice is received less than seven days in advance of arrival date you will be charged for reserved rooms.

Check In/Check Out

CHECK IN: Varies by day and time
CHECK OUT: Varies by day and time

Damage

Guests will be responsible for reservations and signing/returning conference packets for distribution to your group.

Guest Reservations

Pricing

Per night cost is $30.00 per room for small and $40.00 per room for large. One person maximum in the small/single rooms. Two person maximum in large/double rooms. Pricing is the same for individuals and/or groups/conferences. All reservation accommodation are based on availability.

The Housing Office reserves the right to change accommodation on reservations at any time based on administrative needs.

By my signature hereon, I certify that I have read this Guest Housing Agreement in its entirety and agree to abide it and the established Yakima Valley College Student Residence Center Community Standards.

Signature of Guest/ Guest Coordinator __________________________ Date __________

Yakima Valley College does not discriminate against any person on the basis of race, color, national origin, disability, sex, genetic information, or age in admission, treatment, or participation in its programs, services and activities, or in employment. All inquiries regarding compliance should be directed to the Director of Human Resource Services, YVC, South 16th Ave. & Nob Hill Bldg., Yakima, WA 98902; or call 509.574.4670.

11-17-16