



THE LEADERSHIP INSTITUTE
Steven P.J. Wood Building
1101 N. Highland St.
Arlington, VA 22201

The Leadership Institute's Dormitory, located at the organization's headquarters in The Steven P. J. Wood Building, houses guests of the Institute, including students, and the following rules apply to such guests.

Every person who resides in the Dormitory must sign this form. Residence in the Leadership Institute's Dormitory is a privilege conditioned on the guest's faithful adherence to the following rules.

1. The guest agrees to complete all days of training and any supplementary assignments associated with the training program for which he/she is registered to attend.
2. The guest accepts responsibility for the care and condition of the room he/she occupies. This includes responsibility for all costs incurred for repairs and/or cleaning if the room is not left in appropriate condition.
3. The guest accepts responsibility for any damage done to the common areas of the dormitory during his/her stay. If damage cannot be assigned with certainty to any specific individual(s), The Leadership Institute reserves the right to assign responsibility and the cost of repair equally among all guests physically present at the time damage occurs.
4. The guest accepts responsibility for all of his/her own property brought onto the Leadership Institute's premises. **The Leadership Institute is neither responsible nor liable for the loss, theft, or damage to any guest's property.** Please do not leave valuables in the dormitory.
5. The guest acknowledges that The Leadership Institute is not liable for any reasonable personal injury incurred while residing in the dormitory.
6. The Leadership Institute reserves the right to enter at any time, any part of the Dormitory for any reason.
7. Guests acknowledge that a security guard will regularly monitor the common areas (lounge and hallways) of the dormitory. A same sex security guards will monitor the bunk-bed area.
8. Smoking is not permitted inside the building.

9. No dangerous or hazardous materials or items are allowed on Leadership Institute property without written permission of an authorized representative of the Leadership Institute or a Leadership Institute permission form.
10. All guests must abide by current Leadership Institute and Dormitory policies, Virginia laws and federal laws including, but not limited to, narcotics, drugs, alcohol and weapons.
11. No personal heating, air-conditioning, cooling or cooking apparatus shall be permitted in the Dormitory.
12. Guests are not permitted to drink or store any alcoholic beverages in their rooms or elsewhere on Leadership Institute property. Glass bottles of any kind are also prohibited.
13. All guests are expected to maintain ordinary rules of civility and good behavior. The guest agrees to abide by the rules specified in this document, as well as standards of civility and good behavior, and all other rules and policies as explained to him/her by Leadership Institute representatives at the time of occupancy.
14. No guest shall have visitors of the opposite sex in their dorm suite.
15. Guests agree to LIGHTS OUT by midnight inside the dormitory areas.
16. The guest understands that his/her stay in the dormitory is limited to the night before, nights during and final night of the school they are attending. Check-out time is 11:00 am the day after the school concludes.
- 17. The Leadership Institute reserves the right, for any reason, to consolidate and/or change dorm assignments, fill vacancies and expel guests from the Dormitory when the Leadership Institute, in its sole exclusive judgment, deems it necessary or desirable.**

- By signing this agreement the guest acknowledges he/she will abide by the above stated rules.
- If you have questions about any of these rules, please do not sign this document until your questions have been answered.
- Violation of these rules may result in expulsion from the Dormitory.

I, _____, have read and fully understand the conditions of potential liabilities associated with my residency in the Leadership Institute's Dormitory, and agree to them.

Date: _____ Signature: _____