



Student Organization Room Contract

Terms of Use for Student Organization Space at the Neal-Marshall Black Culture Center

Description

The Neal-Marshall Black Culture Center provides a dedicated meeting space for Black student organizations. In order to use the space, the organization must sign the following contract agreeing to the terms of usage described below. The NMBCC values good working relationships with student organizations in an effort to ensure and advance the promotion of academic excellence and the development of student leadership.

Student Organization Room Contract

It is required that the following obligations be met in order for your organization to be permitted to use the student organization space.

Room Usage and Access

- The room is to be used for official business.
- A list of your organization’s officers, along with accurate contact information, is to be provided and on file in the NMBCC office.
- Every organization using the room is required to have office hours at least once a week for one (1) hour.

Room Upkeep

- Keep student organization room clean and free from litter at all times.
- Do not leave personal items in the student organization room
- If it is determined that the room has not been left in order, your organization will be subject to a one year waiting period before contract can be re-signed.

Security

- When you leave the room, make sure door is locked and secure. Do not leave door open or blocked.

Walls

- Before placing anything on the walls, please consult with NMBCC staff.

Signature

Your signature indicates that you agree with the terms of this contract.

Student Organization Officer

Date

Student Organization Advisor

Date

Name of Student Organization

NMBCC Staff

Date