

### **Individual Resident Room Painting Protocol for Greek Houses**

*Greek Affairs is happy to allow fraternity and sorority members the opportunity to "personalize" their individual rooms by painting their walls. We hope this makes your room seem more like your "home."*

*Below are the requirements for painting your room. On the reverse side is the form that needs to be turned into Greek Affairs at least one week prior to any painting.*

#### **Policies**

1. This form is due one (1) week before painting will occur.
2. Do not begin painting your room until you have written approval from Residence Life. Painting without approval will void any future approval for one year as well as a repainting charge (\$100 ceiling, \$75 per wall, \$250 full room).
3. Individuals must purchase their own paint (which must be semi-gloss), and supplies (brushes, roller, drop cloths, etc.).
4. Only room walls can be painted. Do not paint ceilings, woodwork, window or window trim, outlet covers, wall switches, or doors (if these items are painted Residence Life will repair and bill all residents of that room).
5. All other surfaces are to be protected and remain paint free. Any and all damage to walls or other surfaces (including carpet) will be repaired at the expense of the individuals of the room.
6. Curtain rods and curtains should not be removed (they may be tied back but not removed).
7. Painting is limited to one solid color (no murals).
8. Rooms cannot be painted dark colors (this will require several coats to change down the road).
9. Rooms can only be painted once per academic year.
10. All room residents must sign this form, accept financial responsibility for damages, and agree on the color.
11. Do not remove outlet plates and switch plates. If removed, please replace.
12. Conduct all clean-up activities in the laundry room, not the bathroom.
13. Upon completion of the work, the person responsible will notify Residence Life for inspection, workmanship, and adherence to all requirements. If work is unsatisfactory or incomplete, Residence Life will correct any deficiencies at the next available opportunity at the resident's expense.
14. No painting should take place during the following times:
  - ✓ After the second weekend in July and can resume when the house opens in August.
  - ✓ During formal recruitment for Panhellenic sororities in September
  - ✓ During finals week in December and May
  - ✓ Any other times when work may interfere with the academic mission of BGSU

**See the form on the reverse side**

**Individual Room Painting Form**

Student Name: \_\_\_\_\_ Organization Name: \_\_\_\_\_

Room Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Date to paint: \_\_\_\_\_

Color of the paint: \_\_\_\_\_

**I have read the above policies, agreed to the terms, and authorize BGSU to charge my account for any damages.**

**Print Name:**

**Signature:**

**Student ID Number  
(P00#):**

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**Chapter President's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**House Director Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Office of Residence Life**

Recommend Approval: \_\_\_\_\_ Approval as noted: \_\_\_\_\_ Not Approved: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Inspection Date: \_\_\_\_\_ By Whom: \_\_\_\_\_

Problems with the painting: \_\_\_\_\_

Steps needed by the individuals to correct any problems:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_