

Pacific Kitchen Co-op

Rental Agreement

This agreement is between the Kitchen Co-Op Renter, Sustainability and Student Life.

Reserving the Co-op gives access to a fully equipped kitchen owned by the University of the Pacific which is overseen by Sustaining Pacific and Student Life staff.

Renter understands and agrees to the following:

1. **Reservations.** Reservation of the Co-op must be made at least 5 business days in advance and be approved by Kitchen Co-op staff.

All current Pacific students, staff and faculty can reserve the Kitchen Co-op. There is no limit to the number of reservations you can make per semester. To cancel a reservation, email sustainingpacific@pacific.edu.

1. **Hours.** The Co-op is available to reserve from 8am – 10pm daily, except during university holidays and over winter break.
2. **Co-op Rental Fees.** There is no fee to rent the Co-op.
3. **Orientation.** The Kitchen Information Packet and this Rental Agreement must be reviewed and the [Orientation Quiz](#) completed prior to using the space.
4. **Waste Management.** To align with Pacific sustainability efforts, the Kitchen Co-op strives to be as sustainable as possible. Recyclables and landfill waste must be put in the proper containers.
 - a. Recycling includes glass, cardboard, cans, hard plastic containers, and mixed paper. All recyclable containers should be clean and dry before placing them in the recycling bin.
 - b. Landfill waste includes anything that cannot go in the recycling such as food waste, packaging, styrofoam, paper cups, plastic utensils and other single-use waste.
5. **Parking.** A university parking permit is required to park in the lots around Calaveras Hall (Lot 6, 28) on weekdays from 8:00am-5:00pm. After 5pm on weekdays no permit is required. Permits are not required on weekends. The Calaveras parking lot is only available to Calaveras residents.
6. **Rules for Co-op Use.** The Kitchen Co-op reserves the right to suspend renting rights to renters who violate these rules and charge them for missing items:
 1. Follow the University of the Pacific Housing and Greek Life Alcohol and Drug policy;
 2. Respect the Kitchen Co-op space and Calaveras residents. Do not go into other areas of Calaveras;
 3. Immediately report any damaged goods or materials to the Calaveras Hall front desk staff or RA on Duty;
 4. Clean, dry and put away all supplies and materials used during a reservation;
 5. Properly sort and dispose of recycling and landfill waste;
 6. Complete the Check Out Form and associated tasks at the end of each reservation;
 7. The space is left clean and in the same condition as prior to use (or cleaner);
 8. Only use the space when reserved. Booked reservations take priority and guests with a reservation have the right to ask those without a reservation to leave.

Printed Name: _____

Member Signature: _____ Date: _____

Alcohol Policy (Student Conduct Policy #2)

Students, faculty, and staff will comply with all federal, state, and local laws and University policies governing the consumption, possession, distribution, and sale of alcoholic beverages on University property; at any activity or event on or off the campus sponsored by Pacific; or where a campus community member is representing Pacific as part of an off-campus program, activity or event.

This includes, but is not limited to, the following policies:

- 2.1 Alcoholic beverages may NOT be served, distributed, or furnished to persons under the age of 21.
- 2.2 Individuals under the age of 21 may not possess, distribute consume, or be under the influence of alcohol at any time on-campus, adjacent to campus, or at any campus sponsored event, including hosting others who are consuming alcohol.
- 2.3 The possession and use of kegs and other common source containers is prohibited, except when provided by licensed and approved third-party vendors at registered events.
- 2.4 Drinking games and associated paraphernalia are prohibited.
- 2.5 A person or group, whether on or off campus, is expected to obtain medical assistance for individuals suffering from an emergency related to the consumption of alcohol or other drugs. Failure to do so may result in student conduct action being taken.
- 2.6 The operation of vehicles while under the influence of alcohol and/or other controlled substances is prohibited.
- 2.7 The consumption of alcohol or possession of an open container in public is not permitted by individuals regardless of age. Public areas include, but are not limited to, the streets, grounds, and other public areas of the University. Alcohol is not permitted in the common areas of Residential Facilities and Greek Houses, without specific approval, including hallways, lounges, courtyards, restrooms, laundry rooms, basements, and patios.
- 2.8 The only on-campus locations where students 21 years of age or older may possess or consume alcohol are:
 - 2.8.1 In the privacy of a person's own living space as determined by University residential documents. The resident's door must be closed and alcohol must be consumed in a manner that does not disturb surrounding resident rooms. Such alcohol must be for the individual use of those 21 years of age or older.
 - 2.8.2 In accordance with all policies related to the service and distribution of alcohol a limited number of additional locations may be used to host events with alcohol. Please consult with the facility manager for specific requirements for authorization and use.

Drug Policy (Student Conduct Policy #3)

- 3.1 Except as legally prescribed, drugs are prohibited. Additionally, the unlawful manufacture, distribution, dispensing, possession, or use of any controlled substance, including marijuana, is prohibited.
- 3.2 Prescriptions for medical marijuana do not exempt individuals from compliance with University policies or laws related to smoking or drug use. Specifically, California law does not allow individuals to smoke or otherwise use medically prescribed marijuana in any area where smoking is prohibited and within 1000 feet of any school.
- 3.3 Students should note that law enforcement officers, including staff of the Department of Public Safety, in a manner consistent with laws applicable to their respective function, have a legal right to search any and all buildings on the campus without prior notice to anyone at the University.
- 3.4 Drugs are defined as but not limited to:
 - any stimulant,
 - intoxicant (other than alcohol),
 - nervous system depressant,
 - hallucinogen,
 - other chemical substance, compound or combination of the aforementioned when used to:
 - induce altered state; and/or,
 - including any otherwise lawfully available product (such as over the counter or prescription drugs) used for any purpose other than its prescribed or intended use

Parental Notification of Drug and Alcohol Use (Student Conduct Policy #4)

If a registered student, who is under the age of twenty-one or is claimed as a dependent by his or her parents or guardians pursuant to the Internal Revenue Code, is found responsible for violating the Code's underage consumption, possession, or drug policies the student's parents or guardians may be notified by the Division of Student Life.