



Housing Services

Overnight Guest Sign-In Agreement

To facilitate the safe use and enjoyment of the Residence Community and its facilities by residents and their guests, it is important that guests and their hosts understand expectations for guest conduct and the responsibilities of guests and their resident hosts. Residents and their guests must review and sign the sections below. Information from the “Guests” section of the Residence Community Standards (RCS) found on the Housing website and in the Residence Handbook.

Resident Student Information (the Host)

Student Name	
Student Number	

Guest Information

Guest Name:			
Government ID Type:		Age:	
Arrival Date:		Departure Date:	

Resident Student Acknowledgement

I the undersigned acknowledge the following:

Guest behavioural expectations: Residents are held responsible for guest behaviour (regardless of whether they have signed in their guest), and are responsible for informing their guests of Residence rules and policies. In the event that guests are disruptive, cause damages, or conduct themselves inappropriately, they may be asked to leave (escorted by Campus Safety Services or Niagara Regional Police if necessary), and an incident report will be filed. The residence student host may be billed for any damage caused by the guest(s), and may be sanctioned for the guest(s) behaviour. If, after your guest(s) arrival, you are concerned that your guest(s) may become disruptive, it is important that you instruct your guests to leave before problems arise and escort them out of the residence. We would also recommend that you notify your Service Desk regarding their departure from residence. Any guest who is disruptive may be subject to a fine under a Brock Offense Notice or a Provincial Offense Notice through Campus Safety Services and a campus ban. Residence students will be responsible for their guests’ behaviour regardless of where they are on campus at the time of an incident. Guests who are also Brock students may have their behaviour documented by Campus Safety Services and face consequences under the Student Code of Conduct.

Student Full Name			
Student Signature:		Date:	



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Guest Acknowledgement

I, the undersigned, acknowledge that my resident student host has advised me of the rules and behavioural expectations of Brock University residence community. I understand that being signed in as a guest requires that I always wear a guest wristband while in residence, and if at any time I am found without a wristband, or if at any time I am deemed to be causing a disruption, I will be required to leave residence immediately. I recognize that if I am disruptive, in addition to my being unwelcome as a future guest, any misconduct on my part also carries consequences for my resident host. At all times while I am in residence, I will abide by the rules of the Housing Services, Brock University, and all applicable provincial and federal laws.

Guest Full Name		Phone:	
Student Signature:		Date:	

Service Desk:

- Checked into Star Rez
- Updated guest information (if required)
- Staff Initials ____