

Apartment Condition Report/Damage Charges Revised 05/01/10

Damages to apartments or apartment furnishings beyond the limits of reasonable wear will be charged to the occupants of the room. The Condition Report is provided for your protection against incorrect charges to your personal account. It will be assumed that any damage to your apartment or apartment furnishings that have not been noted on the Apartment Condition Report must have occurred while you were in residence. Of course, failure to properly complete the apartment check will make you liable for all repair and replacement cost. The following information will acquaint you with the charges to be levied for specific damages to apartment or apartment furnishings.

<u>ITEM:</u>	<u>DAMAGE CHARGE:</u>
<u>LIGHTING</u>	Hallway wall light \$ 32.50
<u>FIXTURES:</u>	Kitchen under cabinet/overhead/dining room \$ 30.00 each
	Living room/bedroom/bathroom wall fixtures \$ 75.00 each
	Patio exterior \$ 22.50
	Photocell exterior porch lights \$ 115.00
	Electrical switches including cover plate \$ 12.50 each
	Electrical receptacles including cover plate \$ 12.50 each
<u>INTERNET:</u>	Router—Conway Corp \$ 100.00 each
	Modem—Conway Corp \$ 100.00 each
	Cabling (coax or cat 5) \$ 95.00 per connect.
<u>FURNITURE:</u>	
<u>Beds:</u>	Assemble/disassemble/bunking \$ 27.50
	Bunking pins \$ 1.00 each
	Headboard or footboard \$ 119 .50 each
	Mattress \$ 84.00
	Springs \$ 105.00
	Entire bed assembly without mattress \$ 259.00
<u>Desk:</u>	Damaged tops, burn marks, and etc. \$ 165.00
	Damaged or missing drawer \$ 85.00 per drawer
	Desk chairs \$ 55.00 each
	Entire desk \$ 379.00
<u>Chest:</u>	Damaged tops, burn marks, and etc. \$ 165.00
	Damaged or missing drawer \$ 85.00 per drawer
	Entire chest \$ 376.00
<u>Loveseat:</u>	Entire love seat \$ 198.00
	Love seat legs \$ 9.90 each leg
<u>Club chair:</u>	Apartment furnishings club chair \$ 175.00
	Club chair legs \$ 9.90 each leg
<u>Dining: Table</u>	\$219.00
	Wooden chairs \$ 39.50 each
	Complete dinette set with 4 chairs \$ 259.00
	Bar Stools \$ 73.00 each
<u>CARPET:</u>	Living room carpet \$ 1,050.00
	Bedrooms \$ 935.00 each
	Hallways \$ 340.00
	Entire apartment carpet \$ 2650.00
	Entire apartment carpet cleaning \$ 175.00
	Carpet cleaning per room \$ 105.00 per room
<u>FLOOR</u>	Kitchen vinyl \$ 620.00
<u>COVERING:</u>	Bathroom vinyl \$ 440.00
	Living room entrance vinyl \$ 125.00
	Damaged ceramic tile \$ 14.50 per tile
<u>FIRE SAFETY:</u>	Damaged or missing smoke detectors \$ 95.00

<u>CLEANING:</u>	Missing smoke detector batteries	\$ 3.00 each
	Missing CO2 detectors	\$ 95.00 each
	Missing fire extinguisher	\$ 75.00
	Missing fire extinguisher wall brackets	\$ 9.50 each
	Extra dirty/cluttered entire apartment	\$ 145.00
	Extra dirty/cluttered individ. rooms or kitchens	\$ 75.00 per room
	Personal effects left (furniture)	\$ 20.00 per item
	Improper check out	\$ 50.00 per occupant
	Contact paper removal	\$ 95.00 per area
<u>STRUCTURAL:</u>		
<u>Walls:</u>	Tape/marks/hooks or nails	\$ 10.50 per hole
	Repainting or touch up	\$ 150.00 per wall
	Tape/marks/residue on walls/badly soiled walls	\$ 150.00 per wall
	Chipped or peeled paint	\$ 150.00 per wall
	Paint complete apartment	\$ 1,050.00
	Sheetrock repair	\$ 100 to \$250 per hole
<u>Ceilings:</u>	Painting (touch up or repainting per room)	\$ 350.00
	Chipped Ceiling	\$225.00
<u>Doors:</u>	Tape/marks/hooks or nails	\$ 10.50 per hole
	Entrance door including hardware	\$ 525.00
	Interior doors including hardware	\$ 155.00
	Patio doors	\$ 550.00
	Door locksets with core	\$ 128.00
	Deadbolt lock set with core	\$ 117.00
	Re-core lock set/deadbolt (4 cores)	\$ 75.00
	Access card	\$ 10.00
	Broken, bent, or replacement keys	\$ 10.00
	Re-core mailbox key	\$ 25.00
	Doorbell	\$ 46.00
	Doorbell button	\$ 14.50
	<u>Windows:</u>	Single glass
Insulated glass		\$ 125.00 per pane
Patio door glass		\$ 250.00 per panel
Screens		\$ 40.00
<u>Blinds:</u>	Damaged or missing blinds	\$ 45.00 per window
	Damaged or missing patio door blinds	\$ 45.00 each
	Damaged or missing wands	\$ 10.00 each
<u>BATHROOMS:</u>		
<u>Sink:</u>	Remove paint	\$ 75.00
	Remove p-tape items	\$ 55.00
	Cracked or broken sink	\$ 355.00
	Faucet sets	\$ 98.00
<u>Toilet:</u>	Commode complete	\$ 195.00
	Toilet seat	\$ 15.00
<u>Vanities:</u>	Counter tops	\$ 265.00
	Missing or damaged drawers	\$ 75.00 each
	Missing or damaged doors	\$ 75.00 each
	Mirrors	\$ 150.00
<u>KITCHENS:</u>		
<u>Refrigerator:</u>	Cleaning refrigerator	\$ 47.50 each
	Missing racks or drawers	\$ 32.50 each
	Entire refrigerator	\$ 429.00
<u>Electric Range:</u>	Missing rack	\$ 32.50 each

	Missing or damaged burners	\$ 38.50 each
	Entire range	\$ 349.00
<u>Dishwasher:</u>	Missing rack or basket	\$ 55.00 each
	Entire dishwasher	\$ 329.00
<u>Cabinets:</u>	Counter tops	\$ 449.00
	Missing or damaged cabinet drawers	\$ 85.00 each
	Missing or damaged cabinet doors	\$ 85.00 each
	Stainless steel sinks	\$ 165.00
	Kitchen faucets	\$ 125.00
	Spray hose	\$ 37.50
	Vent-a-hoods	\$ 105.00

The listed prices are estimates only and are subject to change without notice. The Maintenance Department reserves the right to charge more than indicated in special or extreme cases. All questions concerning damage charges should be directed to the Housing Office, 450-3132, or the Housing Maintenance 733-3483. All repairs or installations must be completed by the UCA Housing Maintenance Department or by a licensed, insured, bonded, and UCA approved contractor. Due to licensing, insurance, and bonding requirements it is a violation of Arkansas State law for repairs or installation to be completed by the apartment occupants and/or a contractor that has not been approved by the Housing Office and or the UCA Physical Plant. The prices listed include materials, supplies, and labor or installation. These prices listed are estimates only and are subject to change without notice. The Maintenance Department reserves the right to charge more than indicated in special or extreme cases. All questions concerning apartment charges should be directed to the Housing Office, 450-3132, or the Housing Maintenance 733-3483.

Damage Appeal Process

All residents are afforded the right to appeal any damage charge. To appeal their charges, they must:

- Submit in writing (letter or email) why they should not be responsible for the charges.
- Submit this letter or email to their Area Coordinator.
- Submit this letter within 30 days of being assessed the charges.
- The ACs will hear their appeals as a committee and submit the response in writing back to the student.