



# YOUR COMMUNITY, YOUR HOME

## Lounge, Solicitations, and Reservations Policies and Procedures



### Lounge and Hall Use

Each residence hall offers at least one lounge for residents to gather, study, relax, and build community. Many lounges include pianos and/or televisions. Residents are asked to be respectful of others using the space. Lounge areas cannot be reserved; however, residents may host study groups, game nights, or other small gatherings in their rooms with the consent of roommates and suitemates while following guest and visitation policies. The front lounge in each hall allows 24-hour visitation.

Kitchens are available in many residence halls. Residents must remain in the kitchen while cooking and are responsible for cleaning the area after use. Kitchen privileges may be suspended by the Hall Director if the space is not properly maintained. Please use the kitchen responsibly and be considerate of others.

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### Solicitation

Salespersons, businesses, and organizations may not contact residents personally in the halls for commercial, advertising, or recruitment purposes. If you are solicited, please notify the hall office or hall staff. Campus organizations may sell in hall lobbies with Hall Director approval, but they may not go door-to-door to advertise.

All flyers or announcements by approved campus organizations must be **submitted online** to Housing & Residence Life or brought to the Fraternity and Sorority Life Office for distribution in residence halls and Fraternity/Sorority chapter houses. No business enterprises may be operated from a residential room.

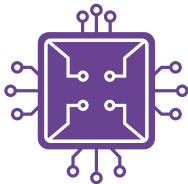


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### Media and Tech Reservations

To reserve the Carter Technology Center for a program or group, complete the online **[Carter Tech Reservation Request Form](#)**, which is reviewed by the Carter Hall Director.

Reservation requests are reviewed against the calendar, and a confirmation or denial will be sent via email. Requests must be submitted **at least one week in advance**. Groups must return the Carter Technology Center to its original condition and remove all trash and supplies. Failure to follow these policies, or any subsequent damage, may result in charges or loss of future reservation privileges. Residence hall staff receive priority but follow the same reservation process.



Carter Tech Reservation Request

