

**HOUSING REQUEST FOR
STORYTELLING CLASSES/WORKSHOPS**

Please complete and return by email. We will confirm your reservation by email and indicate price, assignment, etc.

Kathy Lee Graves
 Department of Housing and Residence Life
 PO Box 70723
 Johnson City TN 37614-1710
 Phone 423/439-4446 Fax 423/439-4690
 Kathy@etsu.edu

PLEASE PRINT FULL LEGAL NAME

_____ (FIRST) _____ (MIDDLE) _____ (LAST)

UNIVERSITY # E _____ TELEPHONE # (____) _____ - _____

EMAIL _____

CELL PHONE # (____) _____ - _____

ADDRESS _____
 (STREET) (CITY) (STATE) (ZIP)

DATES HOUSING NEEDED DAY IN _____ DAY OUT _____ TIME OF ARRIVAL _____ AM PM

TYPE OF ACCOMMODATIONS: BUC RIDGE

2 BEDROOM APARTMENT (BUILDING AND PRICES SUBJECT TO CHANGE WITHOUT NOTICE AND/OR AVAILABILITY)

Each apartment will have 2 bedrooms and 2 baths. Participants will share the kitchen, living room, and laundry room. Beds are full-size, air-condition, telephone, TV cable hook-up, and internet hook-up. Kitchen has refrigerator, stove, and microwave. **No** dishes, pot and pans or utensils are furnished.

PER PERSON PER NIGHT (\$16.96)

Due to limited space, apartments will have 2 persons assigned (we will try our best to place 2 storytelling participants together.)

FOR OFFICE USE ONLY



# NIGHTS	PRICE	TOTAL	PAID

GENERAL HOUSING INFORMATION

Contact Person	Kathy Lee Graves	Housing Office location	Room 108 Burgin Dossett Hall (Administration Building)
Address	PO Box 70723 Johnson City TN 37614-1710	Fax	423/436-4690
Email	Kathy@etsu.edu	Telephone	423/439-4446

- ◆ To guarantee housing, reservations must be made at least 2 weeks in advance of program
- ◆ Participant will be billed for the number of nights staying in the hall.
- ◆ Payment must be mailed to the Housing Office before your arrival or if you arrive on campus Monday—Friday from 8:30am—4:00pm, you can come by our office and pay (check or money order only).
- ◆ Key and card will be issued upon check-in at the building
- ◆ Lost key is \$40.00 and lost card is \$25.00
- ◆ Check-out time is 12 noon. Must arrange time with the Residence Hall Director to check-out and return key/card
- ◆ No pets allowed
- ◆ There is no custodial service for individual rooms, it is provided in the public areas only.
- ◆ Furnishings in the room will remain as you find them. Due to limited man power, furniture cannot not be moved.
- ◆ Please see the Building Director for any questions you have
- ◆ Telephone (long distance calls charged on credit card). Must ask Building Director for telephone upon check-in.
You can use your cell phone

ACCOMMODATIONS—Subject to change without notice due to availability. In order to be close to other Storytellers, participants in the past, have requested the Efficiency Apartment

EFFICIENCY APT

2 twin size beds (bring own linen)
Desk and Table
Chairs
Air-condition
TV cable hook-up (no TV)
Storage area for clothes (no hangers)
Private Bath
Kitchenette (no pots and pans)
Refrigerator
Stove
Laundry Room located in building
Vending Room located in building
No lamps in room

RESIDENCE HALL

2 twin size beds (bring own linen)
Desk
Chairs
Air-condition
TV cable hook-up (no TV)
Storage area for clothes (no hangers)
Hall Bath
Hall Kitchen (no pots and pans)
Refrigerator located on Hall
Stove located on Hall
Laundry Room located in building
Vending Room located in building
No lamps in room

IMPORTANT TELEPHONE NUMBERS

423/439-4446 DEPARTMENT OF HOUSING AND RESIDENCE LIFE
423-439-4480 CAMPUS SECURITY