

Overnight Guest Request Form

Name: _____ Date: _____ Room: _____

Phone: _____ E-mail: _____

Peabody Residence Hall Guest Policy:

People visiting you are welcome. Non-Peabody students are required to register with Campus Police and will be asked to present a driver's license or other form of identification. Overnight guests are only permitted in your room with the approval of your roommate(s), providing that their presence does not disrupt the normal activities of your roommate or other residents. In no case may a non-resident guest stay more than **three nights on four separate occasions**. Overnight guests must be registered in the Residence Life Office prior to their visit. Your RA must be aware of the arrangements and may assist you in registering your guest.

Guests must abide by all established rules and regulations in the Residence Hall and on campus. Bear in mind that you, as the host, are responsible for the behavior of your guest.

Guest(s): _____

Date(s) of visit: _____

Approval of request:

Roommate Signature

Roommate Signature

RA Signature

Date

Supervisor Signature

Date

Top copy: Resident; Middle Copy: Residence Life Office; Bottom Copy: Campus Police

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