

## DECORATIONS

**Section:** Residence Halls – All Halls

**Policy:** Residents are responsible for damages to rooms and common areas with the exception of normal wear and tear.

**Purpose:** The purpose of this policy is to provide guidelines and restrictions on decorations in the interest of safety and to protect residence halls.

**Scope:** This policy applies to all staff, residents and visitors to the residence halls, as well as guests of University Housing.

### Procedure:

#### I. General Requirements

- A. All electrical accessories must carry an Underwriter’s Laboratory (UL) certification. Extension cords may be used. Electrical devices may not be spliced into existing wiring.
- B. Residents working on room decorating projects are responsible for clean-up; failure to do so will result in a clean-up charge. Clean-up requirements apply to construction of furniture.
- C. When a resident moves out of a room that has been modified, the room must be returned to its original state.
- D. All carpets must be rated fire-retardant Class A or B; all drapes are to be made of fire-retardant fabrics.
- E. No contact paper may be applied to any university property. If contact paper is found in a residence hall room, the residents of the room will be held financially responsible.
- F. Sources of light should never be covered with paper or any other materials.
- G. Due to the material used in construction of walls, limitations on the types of adhesives and wall hangers are designed to reduce possible damages. In all communities, adhesives such as command strips are appropriate. Residents should not make holes in the walls; residents should use the bulletin boards or tack strips provided whenever possible. Residents shall be charged for any damages to a room above and beyond normal wear and tear. Tape, nails, screws, poster mounts and screw mounts are not permitted.

Residents may use thumbtacks and pushpins to hang light weight items in the communities to the right.	Building 1516
	Rutherford Hall
	East Campus Village

- H. No stickers other than the university inventory numbers are to be placed on room doors, furniture, glass surfaces or any university-owned property.
- I. Residents may not paint their rooms.

- J. Decorations along the walls of hallways and on the outside of doors should be kept to no more than 10% of the surface area to reduce the risk of fire, per fire code.
- K. No decorations should cover or in any way inhibit electrical outlets, thermostats, vents, or the operation of life safety devices such as smoke detectors, pull stations, fire extinguishers or sprinkler heads.
- L. No decorations should hang outside of windows.
- M. No decorations should hang from hallway ceilings.
- N. No items should cover the glass portion of a door in a way that blocks vision.
- O. No modifications to plumbing or electrical fixtures are permitted.
- P. No windows or doors that are part of a residence hall, including resident rooms, may be decorated in a manner that defaces or damages the property or creates a fire hazard.
- Q. Residents who do not follow these guidelines will be documented and may be referred through the student conduct process.

## II. Seasonal and Holiday Decorations

- A. All residents and staff are encouraged to be inclusive in selecting holiday decorations. No live or metal Christmas trees are permitted anywhere in the residence halls.
- B. Decorations in common areas should be approved by the community's professional and graduate staff.
- C. Artificial snow or any other material that is difficult to remove or might result in damage when removed is not permitted. Should any damages occur, the residents of the room will be held financially responsible.
- D. Leaves, grass, straw and other flammable, naturally occurring items should not be gathered and placed in common areas of residence halls or student rooms.

Revised: March 19, 2019

Revised: November 2, 2016

Revised: April, 2015