

OVERNIGHT GUEST PERMIT

Please fill out online, print and use **ink** for signatures and dates!

Your Name _____ Phone # _____

Hall _____ Unit # _____

Name of Guest _____ Age _____ Phone # _____

Guest's Emergency Contact Name _____ Phone # _____

Night(s) Requested: Thursday Friday Saturday

Date(s) of Nights Requested _____

Roommate(s) Signatures(s) 1. _____ 2. _____

3. _____ 4. _____ 5. _____

GUIDELINES FOR OVERNIGHT GUESTS

An overnight guest refers to anyone who is not a Baker College of Muskegon Residence Hall student. **This request must be brought to the ResLife Office for approval by 4:00pm on the Thursday before your guest visits.** Approval of all overnight guest permits are at the discretion of the Residence Hall Coordinators. Overnight guests must be at least 18 years of age and be able to produce a valid picture ID. A valid ID consists of a current State Driver's License, State ID, Military ID, or passport.

Each resident is limited to two guests per weekend. Separate request forms are needed for each guest. Overnight guest are NOT permitted Sunday through Wednesday

Students are responsible for their guest's behavior during the visit. All guests are expected to comply with established residence hall guidelines and will be asked to leave campus for any violation. Students may be referred for disciplinary action if their guest violates guidelines. When the guest arrives on campus, residents are required to sign them in and out of the visitor's log at the respective hall or the BRIC.

Guests bringing a car on campus must obtain a temporary parking permit from Campus Safety.

Guests must be in possession of the "APPROVED" copy at all times while on campus.

Resident Signature _____ UIN _____

RHC Approval _____ Date _____