

Housing conditions for faculty members at Imam Abdulrahman bin Faisal University

1. The person who is being accommodated undertakes to pay the insurance and not to receive the housing and furnishing allowance or housing aid, and to return that if it has been received, and to pay the nominal rent for Saudi employees.
2. The resident is not entitled to assign the residence to one of his sons or daughters or those who are legally dependent on them or others. In case of violation, the university has the right to demand immediate eviction, and his right to housing is forfeited permanently and his name is included in the list of violators of the housing regulations.
3. The housing administration has the right to ensure that the resident and his family members reside in the housing and that the housing is not used for other purposes.
4. Any letter sent by the Housing Department to the resident is considered received by him if it is delivered to him personally or to a member of his family.
5. The inhabitant must pay his consumption of water and electricity according to the approved segments of the Water and Electricity Company.
6. The value of electricity and water consumption will be deducted from the salary according to the tariff approved by the Ministry of Water and Electricity.
7. Immediately inform the maintenance department of any defect that appears to it in the housing unit and allow the maintenance technician to enter it to carry out preventive maintenance work and repair any defect or defect that causes damage to the occupants or the entire building and its contents, and bear all responsibility when preventing them from repairing.
8. It is strictly forbidden to make any changes or additions to the delivered villa, whatever they may be, and this is considered a breach of the contract, and the contract is considered null and he must vacate the villa immediately and hand it over to the housing department.
9. If the resident destroys or loses anything from the housing, he is obligated to repair what was damaged at his expense and pay the value of the lost according to the university's estimation.

10. The inhabitant is obligated to keep his residence clean and must return it to a good and clean condition and maintain the cleanliness of the building in which he resides. He also maintains the cleanliness of the residential area and the safety of its assets such as trees, lights, etc.

11. Adherence to traffic regulations and all safety measures to prevent accidents and not allow children or those who do not have a license to drive a car inside the university dormitory.

12. In the event that a resident's cars are repeatedly parked in violation of it or one of his cars has been parked for a long period of time, other car parks are occupied more than 3 times, the Department of University Safety and Security has the right to tow the car, and the resident bears the damages that occur to his cars from the towing.

13. It is taken into account to throw garbage and waste in the places designated for it, after placing it in tightly closed plastic bags.

14. Commitment to the rules of public morals in appearance and behavior and non-violence with others.

15. It is taken into account that children should not play in the entrances, halls and corridors of buildings, or store bicycles and personal belongings in these places to prevent disturbing others, and the guardian bears the values of what his children or guests cause damage to university property inside and outside his residence and he is responsible for the actions of his guests, their children and whoever works for him .

16. The cards for the car shall be returned when the residence is vacated or in the event that the car is sold to others, even if it is torn.

17. Rationalizing the use of electricity and water for the necessary purposes and applying the procedures issued by the Ministry of Water and Electricity and the competent authorities in case of misuse.

18. The inhabitant vacates his housing unit immediately if the Housing Committee issues a decision to expel him from the residence for any of the reasons it deems compelling to evict him.

19. When he selects a ready-made housing unit for university employees, and he is late in receiving it for a period of 15 days from the date of his notification, his right to this housing unit is forfeited.

20. When there is a danger that requires immediate entry to the housing unit, and the resident and his family are not present, it is opened by the technical committee, and a report must be prepared for this, and the resident is informed of what happened.

21. It is forbidden to employ housing workers in private jobs within the housing unit or car wash, and not to employ workers who are not under the sponsorship of the resident, and he shall bear any damage to the other or property.

22. Not keeping animals, with the exception of fish and ornamental birds.

23. Not housing male drivers and servants in residential apartments.

24. The resident or his visitors shall bear any harm incurred by him or others by his guests who live in his residence and have not been registered in the statement of the permanent residents residing with him in the university housing with the Department of Housing.

25. The resident is informed of the wrong behaviors that appear from his children or visitors, such as (disturbing others near their housing units with noise and clamor) based on reports from the General Administration of University Safety and Security, and in case of repetition, he demands the evacuation of the housing.

26. The resident's right to continue to live in the university housing forfeits in the following cases: -

a- If he reports three times that he, a member of his family, his visitors, or the labor employed have violated the housing conditions.

B - In the event of a violation decided by the relevant authorities inside or outside housing, such as damage to life or public or private property, harassment of residents and their visitors, or involvement in theft of property of residents or their visitors, the university issues its decision regarding its continuation in housing.

C- Additions, modification of housing and encroachment on neighboring lands.

d- Secondment, delegation or scholarship outside the university;

e- (for more than one year).

f- Resignation, dismissal, or termination of the contract with the knowledge of the university.

g- In the event of regular retirement from the university.

h- Transfer from the university to another.

i- Abuse of housing or harm to neighbors.

J - Whoever is approved for housing in the university dormitories and does not refer to the housing administration within 15 days from the date of notification, his right to housing is forfeited, and his application is considered void and he is not entitled to apply again until after a year has passed.

K- Violation of any of the above conditions.

Housing eviction procedures:

First, the resident does the following:

- 1- Fill out the relevant form at the Housing Department.
- 2 - Settlement of the remaining amounts related to the rent of the housing unit or utility bills (electricity - water - telephone).
- 3- Evacuating the housing unit of luggage and its related furniture and equipment.

Secondly, a committee from the Housing Department and the Maintenance Department examines the housing unit to be vacated and counts the damages that occurred due to misuse of it, if any, and it is reported for payment to the competent authority, and the Housing Department issues the eviction report.

Third / the amount of the insurance is returned to the resident.

• Traveling on vacation and transferring from one apartment to another: -

1- In the event of traveling on vacation, the resident must make sure that the water valves inside the housing unit are closed, all lights are turned off, all electrical equipment is disconnected, all windows are closed, the refrigerator is emptied of meat, etc., and all other safety measures are taken to preserve the housing and its contents.

2- At the end of the relationship with the university and leaving without housing, a committee is formed to open the housing unit, inventory its contents, inventory the material obligations resulting from that, and deduct them from the housing insurance.

3- In the event that the contractor does not return from the vacation and he or his representative is late in returning the housing unit to the housing administration, the university has the right to charge him the value of the actual rent of the housing unit for the period between the end of his leave and its return at the university's discretion and its decision in this is final.

4- When moving a resident from one housing unit to another, the maximum limit for handing over the old housing unit after completing the cleaning process and repairing any damage is (10) ten days from the date of receiving the new housing unit, and in case of delay, the rent of the two housing units is paid.

I have read these terms and pledge to abide by them and any regulations or instructions issued in the future...

Name :..... Signature _____ Date / /