



Open Space Concepts, LLC
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Thomas More College MICROFRIDGE® RENTAL AGREEMENT AND ORDER FORM

To reserve your MicroFridge®, complete this form and return it with your full payment. Payments must be received by **August 1, 2011**.

Student's Name _____ Home Telephone _____
 Home Address _____ City _____
 State _____ Zip _____ Cell Phone Number: _____
 Home Email Address: _____ Anticipated Arrival Date _____
 Residence Hall Name _____ Room Number _____
 School Email Address _____ Roommate's Name _____

Open Space Concepts, LLC will only accept one lease and one payment per MicroFridge. Reimbursement/sharing of costs must be handled between the roommates. Should roommates choose to share the cost of a MicroFridge, one student will be held responsible for the equipment by this lease. All refunds and/or additional charges will be communicated with the lessee. Split payments will be returned to the responsible parties.

Total Cost: \$185.00 plus tax per MicroFridge for academic year 2011-2012
Payment Method: _____ **Check** enclosed made payable to Open Space Concepts, LLC for \$196.10
 _____ **Credit Card** (please check one) _____ Visa _____ Master Card -- Card #: _____

Expiration Date: _____ Billing Address (if different from above): _____ Zip: _____

Signature authorizing charge to above credit card in the amount of \$196.10 to Open Space Concepts, LLC: _____

IMPORTANT - PLEASE READ CAREFULLY

It is the responsibility of the leasing student to understand and acknowledge the terms and conditions outlined below:

1. The LESSEE agrees Open Space Concepts, LLC will make the Rental Unit available during the first 2 weeks of school. **Open Space Concepts, LLC will attempt to deliver the unit to your room before you arrive on campus, but we do NOT guarantee that the unit will be in the room upon your arrival. DO NOT BRING FOOD WITH YOU TO SCHOOL. Open Space Concepts, LLC will NOT be responsible for any food items spoiled prior to the arrival of the Rental Unit.**
2. Open Space Concepts, LLC will, at its own discretion and expense, replace or repair the Rental Unit should it fail to operate properly, **EXCEPT if the Unit is damaged through misuse, negligence, carelessness or irresponsible use** by the LESSEE.
3. **Payment will be processed upon receipt of order.** Full payment must accompany order. **If partial payment is received, the order will NOT be processed and such partial payment will be returned.**
4. The LESSEE agrees to reimburse Open Space Concepts, LLC for any and all loss or damage to the rental unit from any cause whatsoever. If legal action is required, LESSEE agrees to reimburse Open Space Concepts, LLC reasonable attorney's fees. In the event that the unit is not returned, the replacement cost for the Rental Unit will be: Model MF-3 \$500.00.
5. You will avoid additional charges after your unit has been picked up, provided the Rental Unit:
 - IS THOROUGHLY CLEANED, DEFROSTED AND DRY - READY FOR STORAGE (YOU WILL BE BILLED \$25 IF THE UNIT IS NOT CLEAN);
 - HAS ALL ORIGINAL PARTS. REPLACEMENT COSTS FOR PARTS: SHELF \$10; MICROWAVE PLATE \$30; MICROWAVE RING \$20; ICE CUBE TRAY \$5; SCRAPER \$5
 - YOU WILL BE BILLED \$50 IF IT IS NECESSARY TO SEARCH FOR THE RENTAL UNIT, OR FOR EARLY TERMINATION OF THIS AGREEMENT REQUIRING SPECIAL PICKUP ARRANGEMENTS. LESSEE IS RESPONSIBLE TO CALL (937)322-7000 OR EMAIL MICROFRIDGE@OPENSACEONCEPTS.COM TO NOTIFY OPEN SPACE CONCEPTS, LLC OF ANY ROOM CHANGES OR IF YOU LEAVE THE SCHOOL BEFORE THE END OF THE YEAR.
 - ORDERS WILL NOT BE PROCESSED IN CASES WHERE CREDIT CARD AUTHORIZATION IS NOT OBTAINED OR IF A CHECK IS RETURNED FOR INSUFFICIENT FUNDS. OPEN SPACE CONCEPTS, LLC WILL PROVIDE WRITTEN NOTICE SHOULD THIS OCCUR. THERE WILL BE A \$35.00 CHARGE FOR ALL RETURNED CHECKS.
6. **Refund/Cancellation Policy for academic year rentals:** Prior to installation, a complete refund less a \$50.00 processing fee. **Cancellations beyond this time limit will receive no refund.**
7. **If LESSEE decides to move or transfer anytime during the academic year, including semester break, they must notify Open Space Concepts, LLC of their intention prior to their move.**
8. LESSEE acknowledges that the Rental Unit requires a grounded ("three prong") outlet. If your room does not have a proper outlet, a grounded adapter must be used. If an extension cord is used, it must be a three prong extension cord with a wire gauge no thinner than #18 wire.
9. **When you leave at the end of the year, please clean the unit and leave the unit unplugged. Open Space Concepts, LLC will pick it up from the room within one week of the end of the school year. If the unit is not available for pick-up, the lessee will pay the replacement cost of \$500 for the rental unit.**

I, the lessee, understand and agree to the terms of this agreement.

Signature _____

Date _____

Printed Name _____