



INTERNATIONAL HOUSE

Summer Group Guidelines and Form

Summer Sessions 2020 (May 24 to August 15 at 10 am)

Thank you for your interest in booking a Group Reservation for Summer 2020. I-House is pleased to serve as the summer host for a variety of student groups, exchange students, conference attendees, and visitors during our Summer Session housing period.

Along with these guidelines, you will see a copy of the **Summer Group Reservation Request Form**. The questions on this form will help us to understand the basic dynamics of your group and their housing needs. Please take the time to complete this in full. Your answers will enable our staff to determine whether we can meet your group's needs and to prepare a **Room Reservation Agreement** with rates for your proposed stay at I-House.

Please be aware that spaces are not guaranteed until the Agreement is signed, and the full payment is made in advance.

GENERAL GROUP RESERVATION POLICIES

All summer residents must be over the age of 18 during the duration of their stay at I-House. Due to the high demand for Summer Sessions C & D, we cannot accommodate groups who will be here for less than a full Summer Session beyond June 19. Short-term group reservations that do not match our Summer Session dates may be possible in May and June based on space availability.

GROUP RESERVATIONS

We accept the advanced group bookings that are managed by one central contact person within the group's organization, who coordinates all aspects of the group members' reservation with I-House. This person's tasks include communication with I-House Admissions staff, managing the collection of funds from group members, and payments to I-House on behalf of all members of their group. The Group Coordinator works directly with the I-House Summer Groups Coordinator to complete the reservation, sign the Agreement, and to arrange payment for the entire group. Individual group members will need to register with I-House by completing an online registration form that asks for the necessary profile details, emergency contact information, and an identification photo. Unlike our regular Summer Sessions Applications, no payments are required from the individual group member as part of this form.

The Reservation Agreement will be offered based on space availability. Full payment is required before the summer group's arrival by the agreed stated deadline. If we do not receive the full payment by the deadline, we will cancel the group booking.



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CANCELLATION

All cancellation requests that are received at least 30 calendar days before the scheduled start date for the assigned term will be processed with no cancellation fee. For all cancellation requests received less than 30 calendar days before the scheduled start date, a \$500.00 cancellation charge will be imposed. For all cancellation requests received on or after the scheduled move-in date, a \$750.00 cancellation charge will be imposed. The group agrees this fee is reasonable and is to cover estimated damages, in addition to the daily room rate, which are difficult or impracticable to determine. This liquidated damages charge shall be in addition to the pro-rated room and board fees for which the group will remain liable until an eligible replacement is found. All cancellations must be received via email to gcs@berkeley.edu. Refunds are not given due to late arrivals or to early departures,

ROOM ASSIGNMENTS

In support of I-House's mission to foster intercultural exchange, residents for the summer who are part of a Group Reservation will be assigned to rooms throughout the building and whenever possible with students from a different country or program. This is intended to enhance their experience living and studying in an immersive, international community and encourage them to interact and form friendships with students who are not a part of their group.

SUMMER 2020 RENOVATION AND IMPROVEMENT PROJECTS

During the entire 2020 Summer Session housing period, there will be several significant renovation projects that will affect the resident room floors of International House (3-8th floors) and limit access to some of the public use areas of the building. One project is seismic improvements to several areas of the building, which include the 8th, 4th, and 3rd floors and the Great Hall. It may also be necessary, at times, to restrict access to the Great Hall due to construction. The work needed for these projects will create significant levels and duration of noise, dust, and disruption of regular services. In addition to this significant work, the Southeast section of the second floor, which housed the Berkeley International Offices are going to be renovated, along with the International House Café on the Northwest section of the first floor. Given the length and scope of these projects, noise disturbances from this and other maintenance work may occur from 9 am to 6 pm, Monday through Friday, and occasionally on weekends. Workers are scheduled to arrive as early as 7 am to begin preparations for the day's work but should not be engaging in any work that will create significant disruption before 9 am. *Please review the "Summer 2020 Construction Notice" available on our website for additional details before completing the Reservation Agreement.*



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Group Name:	Group Coordinator:
Email:	Phone:

Arrival Date (after 3 pm): _____

Departure Date: (by 10 am): _____

Number of Anticipated Participants: _____ (each requires a non-refundable \$50 application fee).

Please indicate the number of individual bed spaces you wish to reserve for each of the following Room Types:

Single Room _____ Premium Singles Room _____ Double Room _____ (bed spaces)

All residents receive 10 meals per week during the summer. Our Dining Hall serves 19 meals per week (breakfast, lunch & dinner weekdays and brunch & dinner on weekends) that residents can choose from. Do you wish to add additional meals for each participant during their stay?

If so, please list how many: _____ (\$10.00 per meal)

FYI – International House is no longer providing linen and pillow purchase at our store this summer. Students must bring their linen packs such as pillow with pillowcase, blanket, towel, bed fitted sheet, and flat sheet

Additional details or requests:



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2020 Summer Room and Board Rates

Room & Board includes program membership and internet access fees	Session A 6 Week (May 24 – July 4) 41 Nights	Session B 10 Week (June 7- Aug. 15) 69 Nights	Session C 8 Week (June 21 - Aug. 15) 55 nights	Session D 6 Week (July 5 - Aug. 15) 41 Nights	Full Summer Session A & D: (May 24- Aug 15) 83 Nights	Session E ** (July 26 – Aug 15) 20 Nights
Double	\$2,788	\$4,002	\$3,245	\$2,829	\$4,814	\$1,620
Single	\$3,403	\$4,968	\$4,235	\$3,526	\$5,976	\$2,100
Premium Single	\$3,854	\$5,865	\$5,170	\$4,059	\$7,055	\$2,180
Meals per Session	60 meals	100 meals	80 meals	60 meals	120 meals	30 meals

**** Due to the high demand for spaces for Sessions C & D, we are unable to offer Group Bookings for Session E**
