

Use Specifications of Inspiration Space in Summit Hall of Residential Colleges and Housing Services Section

- 1. Inspiration Space in Summit Hall (Hereinafter referred to as the Space) only offer for the activities of school units and dormitory students.**
- 2. The active time of this Space is confined 16:00~22:00 every day (except winter and summer vacations). Participants access the Space through the side door, not the dormitory main entrance (disabled excluded).**
- 3. School units, sections or dorm residents that meet one of the following conditions and get the consent of Residential Colleges and Housing Services Section (hereinafter referred to Housing Services Section) may be allowed to use the Space.**
 - (1) The events approved by the supervisor of an office or a section of AU.**
 - (2) Boarding social or art events hold by dorm residents.**
 - (3) Other events approved by the Housing Services Section.**
- 4. Application form should be submitted at the Housing Services Section before a week of the events. An application will be declined after a full booking. The staffs with Summit Hall respond the management and the maintenance of the Space.**
- 5. The restroom on this floor is unisex toilet.**
- 6. The host units should strictly restrain participants (who are not residents of this dorm) against accessing the gym and other floors (including elevators and stairwells).**
- 7. Application for the use of political and commercial activities will be rejected.**
- 8. Stipulations of the Space:**
 - (1) It is strictly forbidden people outside the school to use the venue or selves use. If found, the management unit would force the users to leave and call the police.**
 - (2) It is strictly prohibited from smoking, chewing gum, betel nuts and so on. And pets are not allowed to enter the building.**
 - (3) If there is a view of movies in the event, the applicant has to present the approved copyright registration.**
 - (4) The tables, chairs, sofa, TV, screens in the Space are neatly at the designated location. Don't move or adjust them without the authority consent. The host unit has the responsibility to the intentional sabotage, and repair cost.**
 - (5) After the event, the Space need to be restored, cleaned up and dispose trash into the garbage truck outdoors.**
 - (6) Gambling, water polo, paint spraying, barbecue or peculiar odor and any other improper way (making clamor) are strictly prohibited in the Space.**
 - (7) It is strictly forbidden to use gas or coal or other fire device.**
 - (8) To avoid power outage or shortage, cooking is limited only to 2 utensils of low power are allowed to use (the utensil is confined to oven, microwave, or induction cooker). If a fire due to improper use of the facilities, the host unit need to face to the legal issue and compensation for the damages.**
- 9. For those who violate the stipulation, the application right thereafter may immediately cancel by Space the Housing Services Section.**
- 10. Students who damage the hardware or software facilities of the dorm, or misbehavior seriously will be filed a punishment request according to the school regulations and notify the custody, faculty members will report to the relevant units.**
- 11. This specification will be mandated after approval. Matters not specified will be enacted then announce by the Housing Services Section after approved by school.**