



# DODGE CITY COMMUNITY COLLEGE & AREA TECHNICAL CENTER

2501 N 14th Avenue • Dodge City, KS 67801 • www.dc3.edu • (620) 225-1321 • 1-800-367-3222

## DCCC HOUSING AGREEMENT

Group\Workshop Name: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Arrival Date: \_\_\_\_\_ Departure Date: \_\_\_\_\_

Arrival Time: \_\_\_\_\_ Departure Time: \_\_\_\_\_

Type of Group: \_\_\_\_\_ # of Males \_\_\_\_\_ # of Females \_\_\_\_\_

Special Requests: \_\_\_\_\_

Cost\ Rate per Person: \_\_\_\_\_

*\$20/night for double occupancy; \$40/night for single occupancy*

Do you need any tables or chairs for registration?: \_\_\_\_\_

Residence Hall Preference (we will try to place you in your preferred building, but we cannot guarantee availability):

Jackson Hall     Becker Hall     Coleman-Webb Hall     Sheldon Hall

Double Occupancy or Single Occupancy \_\_\_\_\_

*\*\*Rates for single occupancy are higher than rates for double occupancy*

**Please initial below that you have read and understand the statements below.**

Rooms are equipped with bunkable beds, unless otherwise indicated.

Group listed in this agreement is responsible for costs indicated in this document as well as those resulting from damages to the facility or unreturned room keys (\$75 per key).

Group leader/person responsible for group must read the attached terms and conditions to ALL persons staying in the residence halls prior to keys being handed out.

We will try to accommodate all requests, however, they may incur extra charges. Check with the Residence Life Office for details.

An invoice will be generated and sent when the stay has been concluded. Payment must be rendered no more than one week after stay has concluded.

**I hereby agree and acknowledge receipt of the attached Contract / Terms & Conditions which I have read and which are by this reference made a part of this agreement.** The parties agree that this agreement is made in the State of Kansas and shall be interpreted in accordance with the laws of the State of Kansas.

\_\_\_\_\_  
Group Contact Person Signature

\_\_\_\_\_  
Date:

\_\_\_\_\_  
DCCC- Conference Coordinator Signature

\_\_\_\_\_  
Date:

Please Return to: **Office of Residence Life**  
**Dodge City Community College**  
**2501 N. 14<sup>th</sup> Avenue**  
**Dodge City, KS 67801    (620)227-9304**

**NOTICE OF NON-DISCRIMINATION** – Dodge City Community College does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs and activities. The following persons have been designated to handle inquiries regarding the non-discrimination policies: **Federal Compliance Administrator**, 2501 N. 14th Avenue, Dodge City, Kansas 67801, (620) 227-9119 ([compliance@dc3.edu](mailto:compliance@dc3.edu)) or **Director of Human Resources**, 2501 N. 14th Avenue, Dodge City, Kansas 67801, (620) 227-9201([compliance@dc3.edu](mailto:compliance@dc3.edu)).