

Assistance Animal Owner/Handler Responsibilities

The Harbour is not responsible for the supervision, cost, or care of assistance animals (including service, comfort, therapy, or support animals). Student owner/handler ("Resident") responsibilities include, but are not limited to:

1. The resident is responsible for assuring that the animal does not unduly interfere with the routine activities of The Harbour or cause difficulties for other residents or staff.
2. The animal must never be let out of the Resident's assigned apartment without being attended and under the control of the Resident. This means the animal must be on a leash or in a carrier or cage. The Resident is liable for all actions of the animal and should be in total control and restraint of the animal at all times.
3. The Resident must clean up all messes and animal waste immediately. Any waste material, including litter, should be placed in a plastic bag and disposed of in an outside trash receptacle. Indoor trashcans should not be used for this purpose.
4. Animals need to be well cared for, properly nourished, clean and hygienic. Animals must be in good health with annual checkups and must comply with all state and local licensure and vaccination requirements. Documentation of vaccinations and licensure are required for animals in campus housing facilities.
5. The animal must not be unduly disruptive or pose a particular threat to others. The Harbour management is responsible for making determinations about an animal's conduct within the The Harbour. If a decision is made that an animal has been unduly disruptive or poses a threat to others, the animal must be removed promptly upon demand by management or Orange Coast College Director of Housing & Residential Education. The resident may appeal the decision to Harbour management, in writing to live@theharbourocc.com. A decision on the appeal will be made within three business days of receipt of the appeal. If Resident's appeal is denied, Resident has the option to submit a final appeal to Orange Coast College per the Appeals Procedures outlined in the Housing Accommodation Procedures.
6. All liability for the actions of the animal (bites, scratches, running away, etc.) is the responsibility of the Resident. The Harbour encourages the Resident to consider purchasing appropriate liability insurance.
7. The Resident is responsible for taking all reasonable precautions to protect the property of The Harbour and its other residents.
8. When the Resident is away from The Harbour for more than 24 hours, the animal must be removed from the The Harbour.
9. The Resident will promptly notify the Harbour management if the animal escapes.
10. Necessary precautions should be made for The Harbour staff to enter the Resident's apartment when the Resident is not present. The animal must be caged or crated, or removed from the room, during the time that The Harbour personnel are in the apartment. The Harbour is not liable if the animal escapes during one of these visits. All reasonable attempts will be made to inform the Resident of entry into the apartment prior to access.
11. The animal must be either caged or crated, or removed from the apartment, during emergency drills and situations. At no time will the Resident be permitted to re-enter a building during an emergency to retrieve the animal, but every effort will be made to inform emergency personnel that the animal is present.

12. The Resident of an assistance animal in The Harbour will provide management with emergency contact information of individuals who will be on call to care for the animal in the event the Resident is unable to care for the animal or has to leave campus unexpectedly. In the Resident's absence, the local emergency contact will be escorted to the apartment solely to take the animal off campus for care. In the event that the emergency contact(s) cannot be reached, the animal may be turned over to Animal Control authorities.
13. The Resident is solely responsible for any damage to The Harbour property or the property of others caused by the animal, including, after the Resident moves out, any extraordinary cleaning such as deep cleaning of floor or furniture, and abatement for fleas or other pests and odors. Furniture requiring replacement due to wear or damage from the animal will be the responsibility of the Resident.
14. If the Resident occupies a shared apartment with other residents, it is highly recommended the student have a conversation with their roommate(s) about bringing the animal to live in their shared campus housing. The Resident is expected to contact The Harbour as early as possible if any issues arise so that appropriate assistance can be provided.

I _____ have read and understand the Assistance Animal Owner/Handler Responsibilities and recognize that this signed form will be shared with OCC Housing & Residential Education.

Signature

Date