

Appendix B

(Form 2)

Responsibilities of Owners of Service Animals and/or Emotional Support Animals Residing in University Housing Form

Iowa State University and Iowa State University employees are **not** responsible for the care or supervision of Service Animals or Emotional Support Animals or Pets on university property. Owners are solely responsible for the cost, care, and supervision of their animal, including compliance with any policies and laws pertaining to:

- animal licensing, vaccination, and owner identification;
- keeping the animal under control and taking effective action if the animal is out of control;
- housebreaking, disposing of the animal's waste, and other proper training of the animal;
- any damage caused by the animal, including bodily and property damage; and
- properly caring for the animal.

More specific responsibilities of owners of animals that are present in university housing and elsewhere on university property, are detailed below.

I. Responsibilities of Owners in University Housing

1. Owner is responsible and required to ensure the animal is well cared for at all times.
2. Owner is responsible for ensuring that animal is appropriately kenneled or caged when unattended by the owner in the owner's room during the day.
3. Owner may not leave animal overnight in university housing unattended. Owners may not leave animal overnight to be cared for by another individual/student. Animal must be taken with the owner or removed from campus by a designee of the owner if the owner leaves campus overnight.
4. Owner is responsible for assuring that the animal does not unreasonably interfere with the routine activities of the residence facility or of other individuals who reside or work there. Owner must maintain control of the animal at all times.
5. Owner is responsible for ensuring the cleanup of the animal's waste. If an emotional support animal requires a litter box, the litter box must be cleaned regularly and placed on a mat to avoid tracking litter onto carpeted surfaces.
6. Owner is solely responsible for the actions of the animal, including any damages the animal may cause (bodily injury and/or property damage). Owner's responsibility covers but is not limited to replacement of furniture, carpet, window, wall covering, etc. Owner is expected to cover these costs at the time of repair and/or move-out of university housing.
7. Owner is responsible for any expenses incurred for cleaning above and beyond a standard cleaning or for repairs to university premises that are assessed after the student and animal vacate the residence. The university shall have the right to bill the student account of Owner for unmet obligations.
8. Owner is responsible for the animal in all emergency situations. ISU and ISU employees will not be required to provide care or food for any service or emotional support animal including, but not limited to, removing the animal during emergency evacuation for events such as a fire alarm. Emergency personnel will determine whether to remove the animal and may not be held responsible for the care, damage to, or loss of the animal.
9. Owner is responsible for notifying the Department of Residence in writing if the animal is no longer needed or is no longer in residence. The animal is allowed in university housing only as long as it is necessary because of the Owner's disability. To replace an animal, the new animal must be necessary because of the Owner's disability and the Owner must follow the procedures in this Policy and the Reasonable Accommodation Policy when requesting a different animal.
10. Owner agrees to abide by all other Department of Residence policies and contractual obligations. Prior to the date that the animal is moved into the residence, Owner will be asked to review and acknowledge receipt of the policy and the Responsibilities of Owners of Service Animals, Emotional Support Animals and Pets on University Property Agreement.
11. Owner is responsible for providing written consent for Student Accessibility Services and the Department of Residence to disclose information regarding the request for and presence of an animal to those individuals who may be impacted by the presence of the animal including, but not limited to, DOR personnel and potential and/or actual roommate(s)/neighbor(s). Such information shall be limited to information related to the animal and shall not include information related to the individual's disability.

II. Responsibilities of All Owners on University Property

1. University Animals on Campus Policy: Owner must abide by all applicable rules, requirements and procedures pertaining to animals on ISU property as detailed in the Animals on Campus Policy, that policy's procedures and guidance and the Responsibilities of Owners of Service Animals, Emotional Support Animals and Pets on University Property Agreement.
2. Regulations and Laws: The Owner must abide by current city, county, and state ordinances, laws, and/or regulations pertaining to licensing, vaccination, and other requirements for animals. It is the owner's responsibility to know and understand these ordinances, laws, and regulations. The university has the right to require documentation of compliance with such ordinances, laws, and/or regulations, which may include a vaccination certificate and

documentation showing that the animal has been appropriately licensed.

3. Control: Owner must be in full control of the animal at all times.
4. Waste: Owner is responsible for ensuring the cleanup of the animal's waste.
5. Vaccination: In accordance with local ordinances and regulations the animal must be immunized against diseases common to that type of animal. Dogs must have current vaccination against rabies and wear a rabies vaccination tag. Cats should have the normal shots required for a healthy animal.
6. Health: Animals must have an annual clean bill of health from a licensed veterinarian. Documentation can be a vaccination certificate for the animal or a veterinarian's statement regarding the animal's health. The university has authority to direct that the animal receive veterinary attention.

III. Acknowledgement and Release of Information Consent Form

I have read this Agreement and the university's Animals on Campus Policy, including the policy's guidance and procedures. I understand and agree to abide by these documents. I understand that if I fail to meet the requirements set forth in these documents, ISU has the right to remove my animal and I may nonetheless be required to fulfill my housing, academic, and all other obligations for the remainder of my housing contract.

I furthermore give permission to Student Accessibility Services to disclose to others impacted by the presence of my animal (e.g., Department of Residence personnel, potential and/or actual roommate(s)/neighbor(s)) that I will be living with an approved animal. I understand that this information will be shared with the intent of preparing for the presence of the animal and/or resolving any potential issues associated with the presence of the animal. Such information will be limited to information related to the animal and will not include information related to my disability.

Individual Name (Print)

Signature

Date

SAS Representative Name (Print)

Signature

Date

DOR Representative Name (Print)

Signature

Date