# Emotional Support Animal Agreement

*This form is an example of an agreement to be completed by students with a granted Emotional Support Animal accommodation. We have included some recommended language for the rights and responsibilities of living on campus with an Emotional Support Animal. The form allows requires that students provide emergency contact information for someone who can provide care for the animal if the student is unable to do so. Please review your campuses Emotional Support Animal Policy and adjust accordingly.*

*IHE NAME CONTACT INFO*

*Logo*

**Emotional Support Animal (ESA) Agreement**

**Owner Information:**

This student has been approved by the Disability Services Office (DSO) for the housing accommodation of an Emotional Support Animal (ESA) to live with them in on-campus (*IHE name) h*ousing.

Student Name: Student ID:

Phone Number: Email:

Campus Address:

Type of Animal: Name of Animal:

Physical Description of Animal:

**Your signature on this agreement indicates that you understand the following:**

* The Owner is also responsible for ensuring that the Emotional Support Animal remains in the Owner's residence hall unit or campus apartment. Other than when entering and exiting the Residence Hall, the Emotional Support Animal is not permitted elsewhere in the Residence Hall or in any other campus facility or on other (*IHE name)* property.
* The Owner is responsible for assuring that the ESA does not unduly interfere with the routine activities of the residence hall or cause difficulties for students who reside there.
* The Owner is financially responsible for the actions of the ESA including bodily injury or property damage. The Owner’s responsibility covers but is not limited to replacement of furniture, carpet, window, wall covering, and the like. The Owner is expected to cover these costs at the time of repair and/or move-out.
* The Owner is responsible for any expenses incurred for cleaning above and beyond a standard cleaning or repairs to (*IHE name)*premises that are assessed after the student and ESA vacate the premises. The (*IHE name)* shall have the right to bill the student account of the Owner for unmet obligations.
* The Owner must notify the DSO in writing if the ESA is no longer needed as an Assistance Animal or is no longer in residence. To replace an Emotional Support Animal, the Owner must file a new “Housing Accommodation Form”.
* The Owner’s residence may be inspected for pests once a semester or as needed. The Department of Residence Life & Housing will schedule the inspection. If pests are detected through inspection, the residence will be treated using approved fumigation methods by a (*IHE name)* approved pest control service. The Owner will be billed for the expense of any pest treatment above and beyond standard pest management in the residence halls.
* The animal may not be left unattended overnight in (*IHE name)* housing, nor may it be left overnight in (*IHE name)*Housing to be cared for by another student.
* Animals must be taken with the student if the student leaves campus for a prolonged period.
* The Department of Residence Life & Housing may relocate the Owner and ESA as necessary according to the license agreement.
* The Owner agrees to continue to abide by all other residential policies. Reasonable accommodations which may constitute an exception to a policy that otherwise would prohibit having an animal does not constitute an exception to any other policy.
* Care and supervision of an ESA are the responsibility of the Owner. The Owner is required to maintain control of the Emotional Support Animal at all times.
* The Owner is responsible for ensuring the cleanup of the ESA’s waste. Indoor animal waste must be placed in a sturdy plastic bag before being disposed.
* (*IHE name)*may exclude/remove an Emotional Support Animal when:
  + The animal poses a direct threat to the health or safety of others.
  + The animal’s presence results in a fundamental alteration of the (*IHE name)* program.
  + The Owner does not comply with Owner’s responsibilities in (*IHE name)*housing, (*IHE name)* facilities, and/or (*IHE name)* events.
  + The animal is unruly or disruptive.
* Owners are solely responsible for any damage to persons or (*IHE name)*property caused by their ESA.
* The Owner must provide the name and contact information of an alternate caregiver who is willing and able to take the animal in the event of an emergency. The alternate caregiver may not be another residential student, and must reside off-campus.

Owner Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Disability Services Office Staff Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

In the event the Owner is unavailable due to an emergency, the Alternate Caregiver is responsible for fulfilling all obligations of the Owner set forth within this document for the entire duration of time that the Owner is unavailable. **The** (*IHE name)* **is not responsible for the care of the animal or associated costs in the case of emergency.**

Alternate Caregiver Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

In an emergency when the Student Owner is unavailable, (*IHE name)* will attempt to contact the Alternate Caregiver.