

Dormitory-style housing is available for many employees on a first come first serve basis. They are located on Sun Valley’s premises and close to the Lodges. This housing is for full time eligible employees ONLY under the conditions of the Dorm Agreement. Company housing eligibility ends with termination of employment. *Sun Valley Company is not responsible for lost or stolen item; please do not bring items of value to dorm rooms. Your personal belongings are not the company’s responsibility; you must be 18 years old or older to live in Sun Valley Company housing facilities.*

**Rooms:** The rooms are small. No smoking, or alcohol in any dorm room. All dorm rooms have one to four beds, a few drawers, a closet and a sink with a medicine cabinet. They are designed primarily for sleeping and **storing a limited amount** of personal items. Each dorm or floor has a common bathroom/shower area, which is used by all residents of that dorm building. The larger dorms have TV rooms; please expect close living conditions.

**Cost:** Rent is deducted directly from your paycheck. Please keep pay stubs as receipts of your rent. Rents vary depending on room set up. Quads. \$2.50 day, Triple \$3.00 day, Double \$3.50 day.

**Reservations:** Are necessary. Please complete the bottom of this form and return it to the housing director. If we do not get this request we will not guarantee a bed space for you. This does not guarantee the type of room you are requesting **this guarantees a bed space.**

**Check-In:** Normal check-in should be done between 8 a.m. and 5 p.m. Monday through Friday ONLY. Do not expect anyone to be there for you during the weekends or after hours to check you into the dorm rooms if we are not expecting you. Any exceptions must be made in advance by calling or e-mailing the Employee Housing Director Leticia Arizpe [larizpe@sunvalley.com](mailto:larizpe@sunvalley.com) 208-622-2986 or 1-800-894-9937. Cell (208) 720-6607

**Linen:** All towels and bedding (sheets, blanket, pillow and spread) will be provided at no charge. Linen must be handed in at end of season or you will be charged for it from final paycheck. **You will be responsible for washing your own linen until the end of season.**

**Cleaning:** Employees are expected to maintain a clean and orderly room at all times. The company will provide cleaning supplies and vacuums, which are available on request in exchange for your Sun Valley I.D. Card

**Requests:** If you are requesting a single or couple room please submit a letter (with this request) outlining the following information: the type of room you are requesting, why you are requesting this particular room, what position you are working in, if you have ever worked for Sun Valley (if so how long/where/when), and how long you will be staying in employee housing. Your letter will be submitted to the dorm committee to review, they will determine whether your request is approved or denied. Do not expect a single or couple room because you submitted a request this has to be approved by the dorm committee and you will be notified by e-mail or in person. **DO NOT WRITE YOUR REQUEST ON THIS FORM. PLEASE SUBMIT SEPARATE SHEET.**

PLEASE RESERVE A DORMITORY BED SPACE FOR MY ARRIVAL MONTH \_\_\_\_\_ YR. \_\_\_\_\_

Age: \_\_\_18-23 \_\_\_23-27 \_\_\_27-30 \_\_\_30-40 \_\_\_40+ MALE \_\_\_\_\_ FEMALE \_\_\_\_\_

PRINT NAME \_\_\_\_\_ SIGNATURE \_\_\_\_\_  
POSITION TITLE \_\_\_\_\_ HIRED BY \_\_\_\_\_  
E-MAIL \_\_\_\_\_ PRINT ROOMMATES NAME \_\_\_\_\_

Return to: Sun Valley Company, Human Resource Office \_\_\_\_\_  
Sun Valley Company, P. O. Box 10, Sun Valley, ID 83353 \_\_\_\_\_  
Email: [sypersonnel@sunvalley.com](mailto:sypersonnel@sunvalley.com) FAX:(208) 622-2082 \_\_\_\_\_