



BURGMANN COLLEGE

Affiliated with The Australian National University

BURGMANN COLLEGE ROOM FURNISHINGS AND FIXTURES

Burgmann College provides furnished rooms for residents, for the purposes of rest, study and non-disruptive socializing. In signing a residential contract, residents agree that they will not change the furniture in their rooms. All furnishings must remain, unaltered, in the room for the duration of the resident's contract. College furnishings and fixtures are routinely audited, cleaned and maintained by Housekeeping and Maintenance staff according to a seasonal schedule. Note: there are no additional personal storage options onsite at Burgmann College.

- Residents must report any maintenance or safety concerns immediately, such as damaged door hinges or dripping taps.
- Any furnishings or fixtures damaged beyond 'normal wear and tear' or missing at the end of the contract period will incur associated repair or replacement fees.
- Residents must not remove window screens, and for safety reasons must not place any items on window ledges.
- Residents are not permitted to supply alternative or additional furnishings without the written approval of the College.

Special furniture requirements

Residents who have special furniture requirements for medical reasons should contact the Deputy Principal at least 10 days (about 1 and a half weeks) prior to their move-in date. At the Deputy Principal's discretion, permission may be given for the furniture to be altered or temporarily replaced. Any approved changes will take into a number of considerations including space and staff constraints, Work Health and Safety issues, relevance or need of special requirements and it's the impact on our community. By prior arrangement, staff may assist with moving in approved furnishings. The College reserves the right to exclude any items of furniture deemed a health or safety risk.

Undergraduate Single Room furnishings and fixtures

Furnishings	Fixtures
01 extra-long single bed or 01 king single bed and base 01 adjustable desk chair 01 waste-paper bin 01 pillow	01 heater (part of central heating) 01 wardrobe basin and mirror Door closer Bookshelves Mesh screens on windows blinds

Undergraduate Double Room furnishings and fixtures

Furnishings	Fixtures
01 double or queen size bed and base 01 adjustable desk chair 01 waste-paper bin 01 pillow	01 heater (part of central heating) 01 wardrobe Door closer Bookshelves Mesh screens on windows Blinds Basin and mirror or complete bathroom facilities

Bar fridge policy

Residents in single or double rooms are permitted to have a bar fridge in their room for the duration of their residential contract, on the condition that the fridge is safe, test and tagged, and kept clean and hygienic throughout the residential contract.

Bar fridge procedure

To bring in a bar fridge:

1. Residents must email Reception (reception@burgmann.anu.edu.au) a written request for permission to have a bar fridge in the room.
2. Reception will request a Test & Tag assessment of the fridge.
3. Residents will need to obtain a fridge sticker from Reception to label the fridge with the resident's name, room number and the year.
4. Keep the fridge clean and hygienic throughout the residential contract.
5. Residents must remove the fridge from the room, prior to departure from College.
6. **Only Residents who have an offer of place for the following year may leave their bar fridge at the College, following departure information provided at the time.**

Disposal fees

Disposal fees of a minimum of \$250 will apply for furniture items left in rooms without permission.