

Lawrence further particularly agreed that he will carry out the provisions of this contract in good will towards the said University & in cooperation with its order & discipline that he will enforce on all persons in his employ obedience to the regulations of the University & not retain on the premises any person deemed unfit by the President or Trustees & will see that on each evening at the hour designated by the Faculty the doors of the building are securely closed & not opened thereafter except on the order of the President

And it is further agreed that in case the said Trustees of the University are dissatisfied with the manner in which the provisions of this contract are carried out they may give notice such dissatisfaction to the said Lawrence & within thirty days thereafter may terminate this contract & thereupon or at the expiration of the time above specified for its termination the said Lawrence shall vacate the said premises & yield quiet & peaceable possession of the same



University of Chicago

by J. W. Woodworth Treasurer

J. S. Lawrence

This memorandum of agreement made this first day of April 1868 between The University of Chicago of the first part & J. S. Lawrence of the second part, Witness,

That the said party of the first part for a consideration of the agreements herein after mentioned to be kept by the said party of the second part, hereby leases to the said ~~party~~ Lawrence, the rooms on the basement floor of 'Douglas Hall' in the University of Chicago, known as the Stewards rooms with the servants rooms adjacent & the two rooms opening on the corridor leading to the Observatory ^{and the cellar} and in Jones Hall, the kitchen dining hall & Laundry with the stove rooms pantries closets & cellar attached together with all the furniture in & belonging to the same enumerated in a schedule marked 'A' attached to this lease & also one suite of rooms on the first or main floor of ^{University} said building known as lately occupied by Prof. H. A. ^{Woodworth} and his wife, Room No. 32

in Jones Hall, also the vegetable garden on the said University premises and the stock, stabling for the same ^{and the room for fuel} and the tools & implements enumerated in schedule marked 'B' To have & hold the same until the first day of July 1869, but for the sole purpose of a residence for the said Lawrence & family a boarding hall for the Faculty & students of the said University, and the

And the said party of the first part further agrees to pay to the said Lawrence the sum of Twelve Hundred & Eighty dollars ^{per annum} in the manner hereinafter provided.

And the said party of the second part in consideration of the leasing to him of the said premises & the payment to him of the sum above mentioned ^{agrees} to perform, in a good & faithful manner the duties of Steward of the said University & he particularly agrees to furnish good board to all students of the said University except such as may be excluded by act of the Faculty at a charge not to exceed four dollars per week & washing at 60 cts per doz. pieces to be collected of the said students by himself & at his own risk & board to members of the Faculty & their families at the same rate the payments for which to be collected in the manner hereinafter provided, and the said Lawrence agrees to keep the premises & appurtenances above described in good order & repair & at the expiration of this contract or its termination by the Trustees of the University as hereafter provided to leave the same in as good condition in all respects as at this date, and he agrees to furnish all supplies for provisioning board as aforesaid & all help & whatever is necessary for the care & use of the premises above mentioned at his own expense & to make all contracts for such supplies in his own name & on his own account without recourse to the name or credit of the said University, and the

said Lawrence further agrees ~~to~~ at his own expense except for fuel & lights which shall be provided at the expense of the said University, to keep in good order & in such suitable case, the entire buildings & premises of the said University of Chicago, under the direction & to the satisfaction of the President & Trustees. And the said Lawrence further agrees to keep in double entry a complete set of books representing the business of the said University, to keep the same written up & open to the inspection of any trustee & to furnish a balance sheet of the same to the Executive Committee at the monthly meeting & to the Board of Trustees at its first annual meeting each year, and to make out & present for payment promptly at the commencement & middle of each college term bills for tuition room rent & other expenses to all the students of the University & shall deposit the money collected with the Treasurer provided that from money thus collected he may reserve the amount due & to become due within the half term for the board & washing of any professors or their families & also the proportion due him on the payment of the twelve hundred & eighty dollars above stipulated to be paid him & the Treasurer shall accept the receipts for the same as cash. In case of partial payments it is agreed that the amounts so paid shall be divided pro rata between the charge for board & other expenses and the said

agrees to furnish to the said party of the first part the means to enable her to fulfill the agreement herein assumed by her, and to pay the sum of three thousand dollars before mentioned in twelve equal payments payable on or before the last day of each month

Mary Don Olenhausen
University of Chicago
by J. W. Woodworth its Treasurer

University of Chicago
Mary Don Olenhausen

Agreement

Agreement

This memorandum of agreement made this twenty-fifth day of August, 1866 between Mrs. Mary Don Olenhausen of the first part and the University of Chicago of the second part: Witnesseth

That the said party of the first part in consideration of the sum of three thousand dollars to be paid as hereinafter provided, undertakes the charge of the buildings and premises of the said University of Chicago, and of the boarding hall connected therewith, for one year from the first day of September next.

The said buildings and premises shall be kept in first rate order, the lecture and recitation rooms, chapel and other public rooms and halls, shall be kept clean and orderly with fires whenever necessary, and such arrangements in each as are satisfactory to the several professors in charge.

The students rooms shall be put in order daily and kept in a neat and comfortable condition - the furniture & utensils shall be taken care of and damages to the same made good by those committing them. The building shall be carefully guarded against exposure to fire and storm, shall be promptly closed at night at the hour appointed by the Faculty and not opened except by order of the President.

and then only by the Steward or some one appointed by him — Visitors shall be received at the door and treated with politeness and hospitality

Good mchalsom board shall at all times be provided and served in good order & those boarding at the University the strictest care and economy being taken both in purchasing and using supplies that the expenses of the house do not exceed the income — Good order shall be maintained among those boarding in the house, and good & orderly habits inculcated upon the Students in their rooms, in the dining room and about the premises — Cases of sickness among the Students shall be treated with kindness and suitable care taken of the Sick, provided that this shall not include the labor of protracted nursing of the Sick — The family rooms in the building shall be visited daily by servants for such service as the necessities of the families require

Washing shall be done for those residing at the University in a neat and suitable manner and proper care taken for the return of the articles to their several owners without loss — The entire premises of the University shall be kept in good order including care of

barn & houses, and corns & other stock, and the proper use of the same — The reasonable planting & cultivation of the garden and securing the products of the same — The reasonable mowing of the lawns and tanning of the grass, the clearing of the approaches of snow and other obstructions, care of the pasture & ornamental shrubbery, and especially the out-houses shall be cleaned daily and kept at all times free from manure and every thing offensive — Fair and accurate accounts shall be kept with all the Students and others residing in the house according to the rate established by the Trustees, and bills for board and other charges promptly presented for payment and all money received deposited with the Treasurer of the University — and it is specially agreed by the said party of the first part that she will act in and for the interest of and in good will to the University, and to do whatsoever is necessary for the good order of the premises and the comfort and health of those residing at the University though not herein specified faithfully and efficiently, and to the satisfaction of the Treasurer and President of the said University —

And the said party of the second part

This Memorandum of agreement made this 20th day of August 1869 between the University of Chicago of the first part & William W. Smith of Wheaton of the second part, witnesses — That the said party of the first part for and in consideration of the arguments herein after mentioned to be kept by the said party of the second part, hereby leases to the said Will^m W. Smith the rooms on the basement floor of "Douglas Hall" in the University of Chicago, known as "The Stewards Rooms." With the ~~Smiths~~ rooms adjacent and the two rooms opening on the corridor leading to the Observatory and the Cellars. And in "Don's Hall" The Kitchen Dining Hall and Laundry with the storerooms Pantry Cellar & closets attached, together with all the furniture in belonging to the same, enumerated in a schedule marked A. Attached to this Lease. Also the vegetable garden on the said University premises, & the stock, stabling for the same & shed room for fuel, & the tools & implements enumerated in the schedule marked B.

To have & to hold the same until the first day of August next 1870. But for the sole purpose of a residence for the said Smith & family a boarding hall for the Faculty & students of said University; & the said party of the first part agrees further to encourage the Faculty & students who reside in the building to board in the House.

And the said party of the second part in consideration of the leasing to him of the said premises agrees to perform in a good & faithful manner the duties of Steward of said University and particularly agrees to furnish good board.

to ~~all~~ the students of the University except such as may be expelled excluded by act of the Faculty; at a charge not to exceed four dollars a week; and washing at, 60 cents per doz pieces. Board and washing bills to be collected by himself of the students & Faculty at his own risk. Board also to the faculty their families and servants at the same rates.

The said Smith further agrees to keep the premises & appurtenances described in good order and repair; & upon the expiration of this contract or its termination by one month's notice by either party, but so given that it shall not terminate till the close of the current term; he further agrees to leave the same in as good condition in all respects as at this date together with the articles enumerated in Schedule D. # and he agrees to furnish all supplies for affording board as aforesaid, and all help, fire, & glass necessary both for the boarding & laundry, at his own expense, and to make all contracts for such supplies in his own name and on his own account, without recourse to the name or credit of the said University.

And the said William W. Smith further particularly agrees that he will carry out the provisions of this contract in good will towards the University, and in co-operation with its order and discipline. That he will enjoin on all persons in his employ. obedience to the regulations of the University,

and will not retain on the premises any person deemed unfit by the President or Trustees. and will see that on each evening at the hour designated by the Faculty, the doors of the basement part of the building windows and all inlets are securely closed and not opened thereafter except on the order of the President.

And it is further agreed that in case the said Trustees are dissatisfied with the manner in which the provisions of this contract are carried out, they may give notice of such dissatisfaction to the said William W. Smith and within thirty days thereafter may terminate this contract, and thereupon or at the time specified for its termination, the said Mr. W. Smith shall vacate the said premises and yield quiet & peaceable possession of the same

Signed by
Levi D. Boone

{ President of the
Executive Board

Sam Hoan

{ Secy of the
Executive Board

accepting their ordinary maintenance

Thank & Pardon

Aug: 20 1869

Dear from The

University of Chicago

William W. Smith

This memorandum of agreement made this
of A.D. 1871 between the Uni-
-versity of Chicago of the first part and William W.
Smith now acting Steward of the boarding department
of the said University of the second part, Witnesseth:

That the said party of the first part for and
in consideration of the agreements hereinafter mention-
ed to be kept by the party of the second part, hereby
leases to W. W. Smith the rooms on the basement
floor of Jones Hall and Douglas Hall in the University
of Chicago as follows:

1st The present ^{small} dining Hall, Kitchen, Laundry and
water closet under the wing of Jones Hall

2^d The private living rooms & sleeping rooms occu-
-pied at present by said W. W. Smith and his help
on the East side of the passage and the room occupied
by the students club. (all the rest of the basement
to be reserved for University uses viz, the coal cellar
East and the present coal room west of the passage
and the two rooms in the Observatory passage)

3^d Also ~~the~~ ^{now in use of the} tables chairs stoves furnaces &
furniture belonging to the boarding department in-
-cluding table cloths table ware &c &c, as enumerated
in an Inventory which is attached to this lease
and marked A.

4th Also the use of the vegetable or kitchen gar-
den, the ^{use of the} cow and outbuilding ~~cow stable~~ ^{shed for fuel} & loft for
Hay, & shed room for feed and the tools & implements
included in Schedule B. To have & to hold the

same until the first day of April A.D. 1872

But for the sole purpose of a residence for the said Smith and family, a boarding house for the Faculty and students of said University, and for a Laundry for the same parties - Faculty Students and Residents

The said party of the second part in consideration of the leasing to him of the said premises, agrees to perform in a good and faithful manner the duties of Steward of said University and particularly agrees to furnish good board to all students Faculty and official families of the Institution and residents in the building at a charge not to exceed four dollars a week, and washing at sixty cents per dozen pieces board & washing bills to be collected at his own risk

The said Smith further agrees to keep the said premises and appurtenances in good order and repair, and upon the expiration of this Contract or its termination by a months notice by either party, but so given as not to terminate until the close of the current College term, and he agrees further to leave the same in as good condition in all respects as at his entrance upon the occupation of them, together with all the articles of furniture and tools &c as when turned over to him as recorded in Schedules A. & B. Except the lawful wear & tear

And the said W. W. Smith agrees to furnish all supplies for affording board aforesaid and all help, fuel & gas necessary both for boarding and Laundry at his own expense, and to make all Contracts in his own name & on his own account without recourse to the name or credit of the said University

And the said Smith agrees further particularly that he will carry out the provisions of this Contract in goodwill towards the University and in Co-operation with its order and discipline, that he will enjoin on all persons in his employ obedience to the regulations of the University, and not retain on the premises any person deemed unfit by the President or Trustees, and will see that on each Evening at the hour designated by the Faculty the doors of the basement part of the building are securely closed and not opened thereafter except on the order of the President

And it is further agreed that in case the said Trustees are dissatisfied with the manner in which the provisions of this Contract are carried out they may give notice of such dissatisfaction to the said W. W. Smith, and within thirty days thereafter may terminate this contract and thereupon or at the expiration of the time specified for its termination, the said W. W. Smith shall vacate the said premises and yield quiet and peaceable possession of the same

University of Chicago, Ill. Mar. 9th 1875.

Received of John W. Griggs, late Treasurer of the University of Chicago eighty-four dollars & ninety two cents ($\$84\frac{92}{100}$) being balance of cash (and due-bills counted as cash) on hand March 1st 1875.

E. S. Bastin
Registrar.

University of Chicago, Ill. Mar. 9th 1875.

Received into my custody, & for which I promise to take the proper care, the movable property of the University contained in the recitation rooms, chapel, library, President's and Chancellors' rooms, reception room or picture gallery, dining room, laundry, kitchen, servants' rooms, students' rooms, halls, &c., also garden tools and janitor's implements.

E. S. Bastin
Registrar.

