

## Summer 2019 Housing License Cancellation Request

Name: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_

MH Apartment and Bedroom: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Email: \_\_\_\_\_

### REASON FOR CANCELLATION

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### FEE FOR APPROVED CANCELLATION

Per section 14 of the summer 2019 license agreement, there will be no refund for early checkouts or cancellations.

Student Initials    Guarantor Initials    (\*Initials are required by the student and guarantor in order for us to process your request.)

\_\_\_\_\_    \_\_\_\_\_    I understand that this request is to cancel the student's current housing license and the student is no longer guaranteed a space at Millennium Hall.

\_\_\_\_\_    \_\_\_\_\_    I understand that per section 14 of the Summer 2019 Housing License, the student and guarantor **BOTH** remain financially obligated to the housing license until written approval release is received.

\_\_\_\_\_    \_\_\_\_\_    I understand that is my request to cancel is approved and I decide to return to Millennium Hall, I must reapply.

\_\_\_\_\_    \_\_\_\_\_    I understand that if I fail to check out at the end of the license period, I will be subject to additional charges.

Student Signature \_\_\_\_\_  
Date

Guarantor Signature \_\_\_\_\_  
Date

FOR OFFICE USE ONLY    \_\_\_\_\_ APPROVED    \_\_\_\_\_ DENIED

Management Signature & Date \_\_\_\_\_

