

**2007-2008 Housing Contract Cancellation Form**

Return completed form to 2419 Friley Hall

**Student Information - Please Print Clearly**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ UID#: \_\_\_\_\_  
 Home / Forwarding Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Home Phone: (\_\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_\_) \_\_\_\_\_  
 ISU Email: \_\_\_\_\_ Alternate Email: \_\_\_\_\_  
**2007-2008 On-Campus Assignment:**  
 Hall/Bldg.: \_\_\_\_\_ House: \_\_\_\_\_ Room/Apt. #: \_\_\_\_\_

**Cancellation Information**

**Terms for which you are cancelling** (check all that apply):  Fall 2007  Spring 2008  Summer 2008

**Reason for cancellation** (check one): Review the Housing Contract Terms and Conditions for deadline, penalty and documentation information.

Academic Dismissal  Graduation  Medical – Documentation required.  
 Military – Documentation required.  Move Off-Campus  Withdrawal  
 Co-op, Internship, Student Teaching, or Study Abroad – Students must also complete the waiver form, available on the DOR web site.  
 Move to Greek Housing – Greek Affairs makes final penalty determination. Please list organization: \_\_\_\_\_  
 Other – Please explain. Add additional sheets as needed: \_\_\_\_\_

**Complete only after 2007-2008 check-in:** **Meal Plan:**  No – Please do not cancel my meal plan.  Yes – Please cancel my meal plan. I am aware penalties may apply.  
**Please indicate the date you will check-out or your 2007-2008 assignment:** \_\_\_\_\_

**Statement of Agreement – Please read carefully.**

- By completing and signing this Housing Contract Cancellation Form, I am stating that I have read and understood the information on this form and in the 2007-2008 Housing Contract Terms and Conditions (Terms). I am aware that the Terms are available on the DOR Web site.
- I understand that my 2007-2008 Housing Contract is legally binding for the entire 2007-2008 academic year, both fall and spring semesters.
- I understand that any resident who submits written notification of contract cancellation on or before the following dates may do so without penalty. **CANCELLATION AFTER THESE DATES WILL RESULT IN CANCELLATION PENALTIES** as outlined in the Terms.
  - ❖ For residents with a contract for the full academic year the cancellation deadline is **March 1, 2007** for returning residents and **May 1, 2007** for new residents.
  - ❖ For residents with a contract beginning the spring semester, the cancellation deadline is **November 1**.
- I understand that residents who fail to submit written notification of contract cancellation on or before the above Cancellation Deadlines will incur the following penalties:
  - ❖ **80% Penalty** – The resident will be required to make payment for 80% of the remaining value of the entire contract (both housing and dining). Residents not yet assigned a room will be billed 80% of the value of a standard double room plan and the Cyclone 17 Plus board plan.
  - ❖ **Forfeiture of Prepayment** – The resident will forfeit the \$125 prepayment.
- I am aware that cancellations for medical issues or military service require supporting documentation as outlined in the Terms.
- I am aware that reduced penalty eligibility for Moves to Greek Housing **is at the discretion of the Greek Affairs office**. If approved by Greek Affairs, the reduced penalty will be applied once DOR receives notification from Greek Affairs. Until then, the 80% penalty will be applied.
- I understand that I am responsible for the accuracy of the information I have provided on both sides of this form. Inaccurate or false information may result in penalties including, but not limited to, the 80% cancellation penalty, forfeiture of my prepayment and additional rent charges.

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