



**Office of Residential Life & Housing**

C103 Provincial House  
One University Boulevard  
St. Louis, MO 63121-4499  
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Fax: 314.516.6878

Email: [umslreslife@umsl.edu](mailto:umslreslife@umsl.edu)  
[www.umsl.edu/reslife](http://www.umsl.edu/reslife)

## Residence Hall Contract Cancellation Form

Name: \_\_\_\_\_

Date you will be checking out: \_\_\_\_\_

Student No: \_\_\_\_\_

Hall and Room Number: \_\_\_\_\_

Forwarding Address:

Your Contact Information:

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

Cell Phone: \_\_\_\_\_  
Home Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

Reason for Cancellation:

- |                                     |  |   |
|-------------------------------------|--|---|
| <input type="checkbox"/> Financial  | <input type="checkbox"/> Moving home                         | <input type="checkbox"/> Other (please explain below) |
| <input type="checkbox"/> Graduating | <input type="checkbox"/> Not enrolled                        | <input type="checkbox"/> Personal                     |
| <input type="checkbox"/> Military   | <input type="checkbox"/> Official withdrawal from University | <input type="checkbox"/> Transferring universities    |

Statement of Cancellation:

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

Signature of the Student: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Personnel Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*Please return completed form via email ([umslreslife@umsl.edu](mailto:umslreslife@umsl.edu)), fax (314.516.6878) or return to the Office of Residential Life and Housing (C103 Provincial House).

|                               |                               |
|-------------------------------|-------------------------------|
| <b><u>Office Use Only</u></b> |                               |
| Cancelled in HD: _____        | Meal Plan Removed: _____      |
| Cancellation Charges: _____   | Basis G access removed: _____ |
| Damage Charges: _____         | Scholarship Removed: _____    |