



**evergreen**

Residential and Dining Services

## Housing Agreement Break

Name: \_\_\_\_\_ Student A #: \_\_\_\_\_

Present Assignment: \_\_\_\_\_ Phone: \_\_\_\_\_ Move out date: \_\_\_\_\_

### Housing Agreement Break

A Resident who moves out without an approved "Release from Housing Agreement Form" and/or is evicted by Residential and Dining Services will be considered to have broken their Housing Agreement. A Resident who has broken the Agreement is obligated to pay the full rental rate for the current quarter plus a fee for not honoring the remainder of the Agreement: \$700 if broken in fall quarter, and \$350 if broken in winter quarter.

### Check Out Information

Residents must check out when they vacate their Unit and return any keys, and can do so by following the process outlined online or by contacting the RAD front office. Residents must check out before 12:00 noon on the Friday of Evaluation week of each quarter to avoid being charged for the full cost of the following quarter, as well as additional charges and/or penalties. Any meal plan on a resident's account will be cancelled and is non-refundable.

I have read and understand the terms and conditions of breaking my Housing Agreement. I understand additional fees will be charged to my student account for not honoring the duration of my Agreement. Failure to sign this form does not exempt residents from Housing Agreement Break fees.

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