

University Housing Installment Payment Form

Fall 2010-Spring 2011

Please complete the **Installment Payment Form** with each University Housing payment. Access the form at the above online address or pick up the form in the University Housing office located in Mary Ward Hall.

- Make check, money order or cashier's check payable to "SFSU".
- Write resident's name and University ID number on face of the check, money order or cashier's check. Do not mail cash.
- Mail or bring the payment to the University Housing office at SFSU. See University Housing mailing address below.

Name : _____ / _____ / _____ **Student ID (REQUIRED): 9** _____

Last Name First Name Middle Initial

Forms received without a Student ID number may cause delay in processing. A \$20.00 late fee may result.

Housing Building Location and Room Apartment Number:
Check off your current Building Location and Room Assignment.

- | | | |
|--|---|--|
| <input type="checkbox"/> Mary Ward Hall | <input type="checkbox"/> Mary Park Hall | <input type="checkbox"/> Science & Technology Theme Community |
| <input type="checkbox"/> Towers at Centennial Square | <input type="checkbox"/> Village at Centennial Square | <input type="checkbox"/> University Park South/University Park North |

Room / Apartment Number : _____ **A B C D**

Check off which Installment Payment you are paying.

Payments not received by 5:00 p.m. on the "late after" date below will be assessed a \$20 late fee per the resident's License Agreement. If paying late please include the \$20.00 late fee with your payment.

- | | | | |
|---|--|---|---|
| <input type="checkbox"/> Installment #2 | Due September 1, 2010 (Late after Friday, Sept. 3, 2010 at 5:00 p.m.) | <input type="checkbox"/> Installment #6 | Due January 1, 2011 (Late after Wed. January 5, 2011 at 5:00 p.m.) |
| <input type="checkbox"/> Installment #3 | Due October 1, 2010 (Late after Tuesday, October 5, 2010 at 5:00 p.m.) | <input type="checkbox"/> Installment #7 | Due February 1, 2011 (Late after Thursday., Feb. 3, 2011 at 5:00 p.m.) |
| <input type="checkbox"/> Installment #4 | Due November 1, 2010 (Late after Wed., November 3, 2010 at 5:00 p.m.) | <input type="checkbox"/> Installment #8 | Due March 1, 2011 (Late after Thursday., March 3, 2011 at 5:00 p.m.) |
| <input type="checkbox"/> Installment #5 | Due December 1, 2010 (Late after Friday, December 3, 2010 at 5:00 p.m.) | <input type="checkbox"/> Installment #9 | Due April 1, 2011 (Late after Tuesday, April 5, 2011 at 5:00 p.m.) |

Payment Amount Enclosed : \$ _____

(Do Not Mail Cash)

Mailing Address
SF State University Housing—Mary Ward Hall
 800 Font Boulevard
 San Francisco, California 94132
 415/338-1067
housing@sfsu.edu

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|----------------------------|
| For Office Use Only |
| Payment: \$ _____ |
| Check #: _____ |
| Staff Initials: _____ |