

University Housing
Lease Extension/Termination Request

- 1. Name of Tenant _____
- 2. Apartment No. _____
- 3. Lease Expiration Date: _____
- 4. Please check () one of the following statements.

- I request to EXTEND my lease for one year.
- *I request to TERMINATE my lease on the date it is due to expire.
- *I request to TERMINATE my lease as of _____
Date

*If you give University Housing less than 60 days' notice to vacate, you may be charged rent for the full 60 days from receipt of your vacating notice if we are unable to fill the vacancy.

- 5. List below the reason(s) you would like to EXTEND your lease.

Attach separate sheet if necessary

- 6. _____
Printed name of UH employee responsible for lease

 Signature of UH employee responsible for lease _____
Date signed

Please see letter for instructions on returning form and meeting deadline dates.

***** Do Not Write Below This Line – UH Use Only *****

Check choice:

- Approved to extend to: _____
- Approved to vacate on: _____ and pay to _____

- Disapproved

 University Housing _____
Date

cc: Cirrus Asset Management, Inc.
Tenant