EARLY ARRIVAL APPLICATION
UNIVERSITY HOUSING

Fall Semester: Due by August 1
Spring Semester: Due by January 1

<table>
<thead>
<tr>
<th>Resident Name (print):</th>
<th>Campus ID: (xxx-xx-xxxx)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resident Cell Phone #:</td>
<td>UWM E-Mail Address: @uwm.edu</td>
</tr>
<tr>
<td>Have you completed your contract?</td>
<td>YES</td>
</tr>
<tr>
<td>Alternate E-Mail Address:</td>
<td></td>
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</tbody>
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The following conditions apply to Early Arrivals:

1. Early Arrival Requests submitted after the posted deadline will not be approved.
2. Requests should not be made for earlier than August 20, 2017 for the Semester I or January 15, 2018 for the Semester II.
3. University Housing may require/request additional documentation in support of your Early Arrival Request.
4. A temporary room may be assigned to you if your academic year room is not available for the requested dates.
5. You will be assessed a fee for each day you requested to arrive prior to your relevant Contract start date. If you cancel or change your Early Arrival Request after it is approved, you will be assessed fees based on the earliest Approved Early Arrival Date.
6. I may expect work crews in my temporary spaces and interruptions of services.
7. I may not have a University Housing past due balance.
8. I understand that scholarships do not cover early arrival charges.
9. University Housing will contact me via email with their decision after the listed due date if my request is granted.
10. University Housing reserves the right to deny any Early Arrival Request for any reason.

COMPLETE THE FOLLOWING. PLEASE READ CAREFULLY.

1. I am requesting an early arrival date of: ______________________ (mm/dd/yyyy)
2. I am requesting an early arrival for the following reasons:

   __________________________________________________________

   __________________________________________________________

3. I understand I am responsible for my Early Arrival fees. Student employees or athletes (contingent upon verification) will be charged $15 per night. All other Residence Hall residents will be charged $35 per night and Kenilworth residents will be charged a prorated rate based on their room-type.

I have read and understand the conditions above.

Signature: ____________________________ Date: ____________________________

TO BE COMPLETED BY UNIVERSITY HOUSING

Approved by_________. Approved date of early arrival_________

Total Early Arrival Fee is $______________

Billed on ____________ by ______________________

Confirmation e-mailed

Not Approved. Reasoning: _____________________________________________

There is an outstanding balance of $____________________