



# FAMILY HOUSING WITHDRAWAL FORM

NAME OF LEASEHOLDER: \_\_\_\_\_ STUDENT NO: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

UNIT NUMBER: \_\_\_\_\_  1-BED APT  2-BED APT  
 2-BED TOWN  3-BED TOWN

TELEPHONE NUMBER: \_\_\_\_\_

DATE SUBMITTED: \_\_\_\_\_ DEPARTURE DATE: \_\_\_\_\_

FORWARDING ADDRESS: \_\_\_\_\_  
(THIS IS THE ADDRESS THAT YOUR SECURITY DEPOSIT REFUND WILL BE SENT TO) \_\_\_\_\_

\*\*Do you give permission to University of Victoria Residence Services to provide information to future landlords regarding your stay on campus? Please note that the only information we will provided is:

- When you stayed in Family Housing, and if your Account is cleared
- Note, we will not give any character references and/or behavior conduct history
- Note, information will only be supplied up to 6 months from departure date

Circle your response: YES NO

TENANT'S SIGNATURE: \_\_\_\_\_

The Student may terminate this Agreement by:

Submitting withdrawal form at least 30 days before the date of termination which notice shall be given by noon on or before the last day of a calendar month, to take effect on the last day of the ensuing calendar month

The tenancy shall end at noon on the day of termination. Once notice of termination is given, the Student agrees to allow the Premises to be shown to any and all prospective Students at all reasonable times, subject to 24 hrs notice from the University. **THIS AGREEMENT MAY ONLY BE TERMINATED BY THE STUDENT IN ACCORDANCE WITH THIS PARAGRAPH.**

## FOR OFFICE USE ONLY

Unit Key  Apartment Bldg Key  Mail Key  Laundry Key   
Copy to Housekeeping  Ref. Info in STG  Remove p/d Cheques

Damage deposit rfnd: \_\_\_\_\_ Charges against deposit: \_\_\_\_\_

Rfnd chq requested: \_\_\_\_\_ Cancel CC auth/ResNet: \_\_\_\_\_

Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_