

\_\_\_\_\_ NetID or Peoplesoft Number \_\_\_\_\_  
 Last Name, First Name

Campus Address \_\_\_\_\_ Phone \_\_\_\_\_

\_\_\_\_\_ Date You Wish to be Released from the Contract  
 Email Address

**I have carefully reviewed the information about the Contract Release Process contained on the website and tutorials. I understand that I will only be provided one submission to be reviewed and, if denied because I did not submit requested information or complete the request properly, I will not be permitted a second submission.**

Explain the reason for submitting the request, indicating how circumstances are significantly different from the time the contract went into effect (**attach supporting documentation**). A decision or status update will be communicated via University email no later than two weeks after all documentation has been provided.

To the best of my knowledge, this information is accurate in every detail. I understand that if I am released from the housing contract I forfeit all guarantees for on-campus housing, and I will be automatically placed on the waiting list if I apply for housing at any point in the future.

Forms Sent from UConn Email Account  
 Serve as a Digital Signature

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

<b>ResLife Office Use Only</b>		
Date Received _____	Decision	Approved      Denied
Received by _____	Cancellation Code _____	
Requested Additional Documentation	THD	