Complete this form **only** if you are requesting to cancel your contract **prior to the scheduled move-in date.** Use the other contract cancellation form after move-in day.

Please consult section 13 of your housing contract for the specific terms related to contract cancellation/termination. Sample contracts are available on the housing website (housing.ucmerced.edu). A liquidated damages/contract cancellation fee may be applied.

PRINT NEATLY

Full Name: ________________________________________ UCMID # _______________________________

Current Phone: _____________________________ Alternate Phone Number: __________________________

Active E-mail Address: ______________________________

Indicate the contract term you wish to cancel: ____ Summer School Housing ____Academic-year Housing

Please mark the category in which your circumstance applies:

- Admission status rescinded
- PELP – Planned Educational Leave Plan
- Attending another University
- SIR cancelled by student
- Dismissed from UC Merced
- Withdraw from UC Merced
- Financial reasons
- Moved off campus
- Other, please explain _______________________

I am aware that if a “Contract Acceptance Notice” (email) was sent from the housing and residence life office prior to submitting this request, a liquidated damages/contract cancellation fee will apply.

___________________________ ______________   ____________________________  ____________
Student Signature        Date Submitted           Guardian Signature if under 18 years of age      Date

RETURN TO:
Housing and Residence Life Office
5200 N. Lake Road
Merced, CA  95344