

# University Housing Installment Payment Form

Fall 2010-Spring 2011

Please complete the **Installment Payment Form** with each University Housing payment. Access the form at the above online address or pick up the form in the University Housing office located in Mary Ward Hall.

- Make check, money order or cashier's check payable to "SFSU".
- Write resident's name and University ID number on face of the check, money order or cashier's check. Do not mail cash.
- Mail or bring the payment to the University Housing office at SFSU. See University Housing mailing address below.

**Name :** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ **Student ID (REQUIRED): 9** \_\_\_\_\_

*Last Name      First Name      Middle Initial*

*Forms received without a Student ID number may cause delay in processing. A \$20.00 late fee may result.*

**Housing Building Location and Room Apartment Number:**  
*Check off your current Building Location and Room Assignment.*

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Mary Ward Hall              | <input type="checkbox"/> Mary Park Hall               | <input type="checkbox"/> Science & Technology Theme Community        |
| <input type="checkbox"/> Towers at Centennial Square | <input type="checkbox"/> Village at Centennial Square | <input type="checkbox"/> University Park South/University Park North |

**Room / Apartment Number :** \_\_\_\_\_ **A B C D**

**Check off which Installment Payment you are paying.**  
*Payments not received by 5:00 p.m. on the "late after" date below will be assessed a \$20 late fee per the resident's License Agreement.  
 If paying late please include the \$20.00 late fee with your payment.*

- |   |  |
|---|--|
| <input type="checkbox"/> Installment #2      Due September 1, 2010<br>(Late after Friday, Sept. 3, 2010 at 5:00 p.m.)   | <input type="checkbox"/> Installment #6      Due January 1, 2011<br>(Late after Wed. January 5, 2011 at 5:00 p.m.)     |
| <input type="checkbox"/> Installment #3      Due October 1, 2010<br>(Late after Tuesday, October 5, 2010 at 5:00 p.m.)  | <input type="checkbox"/> Installment #7      Due February 1, 2011<br>(Late after Thursday., Feb. 3, 2011 at 5:00 p.m.) |
| <input type="checkbox"/> Installment #4      Due November 1, 2010<br>(Late after Wed., November 3, 2010 at 5:00 p.m.)   | <input type="checkbox"/> Installment #8      Due March 1, 2011<br>(Late after Thursday., March 3, 2011 at 5:00 p.m.)   |
| <input type="checkbox"/> Installment #5      Due December 1, 2010<br>(Late after Friday, December 3, 2010 at 5:00 p.m.) | <input type="checkbox"/> Installment #9      Due April 1, 2011<br>(Late after Tuesday, April 5, 2011 at 5:00 p.m.)     |

**Payment Amount Enclosed : \$** \_\_\_\_\_  
*(Do Not Mail Cash)*

Mailing Address  
**SF State** University Housing—Mary Ward Hall  
 800 Font Boulevard  
 San Francisco, California 94132  
 415/338-1067  
 housing@sfsu.edu

<b>For Office Use Only</b>
Payment: \$ _____
Check #: _____
Staff Initials: _____