

# Damage Charge Slip Room/Suite

**Student Number** \_\_\_\_\_ **Date** \_\_\_\_\_

**Printed Student Name** \_\_\_\_\_

**Printed Staff Name** \_\_\_\_\_

**Hall** \_\_\_\_\_ **Room** \_\_\_\_\_

**Standard Charges: Check if applicable. Charge(s)/split**

Examples - Key Recore x 2 = \$100, x 3=\$150. Split Trash Charge /2=\$8, Cleaning fee/3=\$8.33

Trash .....	\$16 per bag	\$ _____
Key Lost-per core.....	\$50 per core	\$ _____
i.e. North, Clark, Suites, Apartments x2		
Sm. Mailbox Key – Hallisy.....	\$5	\$ _____
Cleaning Fee.....	\$25 min	\$ _____
Improper check out.....	\$50	\$ _____
Furniture University Order.....	\$50	\$ _____
Missing bed hardware .....	\$20	\$ _____
Wall, Remove tape-.....	\$25 min	\$ _____
Wall Damage-Holes 1-4” .....	\$85	\$ _____
Wall Repaint, 1 Wall .....	\$285	\$ _____
Wastebasket replacement.....	\$10	\$ _____
Screen Replacement.....	\$70	\$ _____

Other Charges Reference 2019 Damage Charge Sheet

- Other \_\_\_\_\_ \$ \_\_\_\_\_
- Other \_\_\_\_\_ \$ \_\_\_\_\_
- Other \_\_\_\_\_ \$ \_\_\_\_\_
- Other \_\_\_\_\_ \$ \_\_\_\_\_
- Other \_\_\_\_\_ \$ \_\_\_\_\_

**Your student account will have the following charges added. You have 30 days to appeal the charges with your Hall Director from the date posted. **GRAND TOTAL** **\$** \_\_\_\_\_**

Resident’s Signature \_\_\_\_\_ Staff Signature \_\_\_\_\_

**Notes:** \_\_\_\_\_