

QUAD LEASE AGREEMENT OVERVIEW

-APPLICATIONS AVAILABLE ONLINE NOW. QUAD Applications are reviewed in the order in which they are received.

- **A Housing Application Fee** of \$42.00 is required in order to apply for The QUAD. The \$42 fee is due upon receipt of the application, and is a non-refundable fee.

QUAD First Year and Transfer Student Timeline:

October 1st, 2012-March 15th, 2013 Priority QUAD Application Period. QUAD Applications will be reviewed based on the order and date they are received.

February 3rd, 2013: QUAD Leases become available to students who have applied.

Please Note: Students can still apply following March 16th, 2013. However priority will be given to applications received before March 15th, 2013. Applications will be reviewed in the order that they are received.

The QUAD Payments (Checks, Money Orders, Credit Cards only – No Cash)

1. **Application Fee** of \$42.00 is required in order to apply. The \$42 fee is due upon receipt of the application, and is a non-refundable fee.
2. **Student Activity Fee:** If student accepts occupancy and signs the QUAD Lease the \$500 Service Fee is always due upon receipt of the QUAD Lease. This service fee is a non-refundable fee.
3. **First Rental Installment:** The first rental installment is due July 1st, 2013.

QUAD Lease Responsibilities

Signed QUAD Lease: Once a student submits a signed QUAD Lease the student will be reserved a bed space. If a student elects **not to take occupancy** and instead requests a QUAD Lease cancellation, the QUAD, according to the schedule and circumstances below, **shall retain all of the Application fee and assess any applicable late cancellation fees.**

When you submit your QUAD Lease, you agree to the Terms and Conditions of the QUAD Lease. This means that – just as in a lease off campus –you are **financially accountable** for this obligation. If your Lease cancellation request is not approved and you abandon your assigned bed space, you may be charged for the remaining term of your Lease.

QUAD Lease Cancellation Request: Students requesting a Lease cancellation must submit the **Request for QUAD Lease Cancellation and any required supplemental documents.** The contract remains in effect unless a cancellation request is received and approved by the Director in writing.

Cancellation Fee: A cancellation fee will be assessed according to the cancellation fee schedule below. The cancellation fee is ordinarily charged to the student if The QUAD Office approves a cancellation request or if The QUAD Office initiates cancellation due to Student failure to comply with any term or condition of the Lease.

QUAD Student Payment Options:

Payment Options:	Description:
Option {A}	Full term payment due on or before July 1, 2013.
Option {B}	Two equal installments due on or before July 1, 2013 and January 1 st , 2014.
Option {C}	10 EQUAL monthly installments payable as follows: the first installment due on or before July 1 st , 2013, with remaining installments due on or before the 1 st day of each month beginning September 1 st , 2013.
Option {D}	Five installments Payment Plan payable as follows: the first installment due on or before July 1 st , 2013, subsequent installments due September 1 st 2013, November 1 st , 2013, February 1 st , 2014, and April 1 st , 2014. Please Note this requires signing a payment plan with the QUAD Office at the time the lease agreement is executed.

Cancellation Fee Schedule:

February 3 rd , 2013 through May 5 th , 2013	If termination request and supporting documentation is received and accepted by Landlord between February 3, 2013 and on or before May 5, 2013, Tenant shall be charged a \$500 Termination Fee.
After May 6 th , 2013	If termination request and supporting documentation is received and accepted by Landlord on or after May 6 th , 2013 tenant shall be charged the \$500 termination fee, as well as any rental installments or other fees due during the leasing period.