

# OBR HOUSING - RENT EXTENSION FORM

I, \_\_\_\_\_, request an extension to the due date for the  
(Tenant's name)

\_\_\_\_\_ semester because I am awaiting financial aid in the form of a:  
(Fall or Spring, Year)

\_\_\_\_\_ Student Loan      \_\_\_\_\_ Grant      \_\_\_\_\_ Scholarship      (check one)

\_\_\_\_\_ 1010 Old Berwick Road, # \_\_\_\_\_  
(Apt #)      (Home Address)

\_\_\_\_\_ Bloomsburg, PA 17815 \_\_\_\_\_  
(Home City, State, Zip)

## FALL 2013 / SPRING 2014 EXTENDED DUE DATES

(SELECT APPROPRIATE REQUEST)

\_\_\_\_\_ STUDENT LOAN

\_\_\_\_\_ Fall 2013 (original due date 8/1/13): New Due Date September 9, 2013

\_\_\_\_\_ Spring 2014 (original due date 12/1/13): New Due Date February 3, 2014

\_\_\_\_\_ GRANT or SCHOLARSHIP

\_\_\_\_\_ Fall 2013 (original due date 8/1/13): New Due Date September 9, 2013

\_\_\_\_\_ Spring 2014 (original due date 12/1/13): New Due Date February 3, 2014

## PAYMENT OPTION (CHOOSE ONE)

\_\_\_\_\_ OPTION #1: I agree to pay 20% of the total semester rent, or \$\_\_\_\_\_, by the original due date, as agreed upon in our Lease Agreement, and the remaining 80% of the total semester rent, or \$\_\_\_\_\_, by the extended due date, as indicated in the section above. I understand that if all required actions are fulfilled as outlined in Option #1, then interest and late fees will not apply.

\_\_\_\_\_ OPTION #2: I agree to pay a \$50.00, non-refundable Administrative Fee by the original due Date, as agreed upon in our Lease Agreement, and then 100% of the total semester rent, or \$\_\_\_\_\_, by the extended due date, as indicated in the section above. I understand that if all required actions are fulfilled as outlined in Option #2, then interest and late fees will not apply.

\_\_\_\_\_ I have enclosed payment in the amount of \$\_\_\_\_\_ by the original due date.

\_\_\_\_\_ I have enclosed a copy of my Financial Aid Availability Form, which may be obtained from the Office of Financial Aid. (Requests will **NOT** be processed without proof of financial aid)

\_\_\_\_\_ I have signed and dated this form, and enclosed it with my payment and proof of financial availability.

\_\_\_\_\_  
(Tenant's Signature)

\_\_\_\_\_  
(Date)

**COMPLETED REQUESTS MUST BE POSTMARKED NO LATER THAN THE ORIGINAL DUE DATE**

(Do not write below line)

APPROVED ON \_\_\_\_\_

(Date)

\_\_\_\_\_  
(Landlord Signature)