

**UNIVERSITY OF NORTH FLORIDA HOUSING AND RESIDENCE LIFE**  
**THE FLATS AT UNF**  
**CONTRACT CANCELLATION TIMELINE and ASSOCIATED FEES**

**Cancellation prior to April 15, 2018**

Cancellation with no penalty; \$100.00 Processing Fee and \$35.00 application fee non- refundable as applicable

**Cancellation April 15, 2018 – August 13, 2018**

\$1,400.00 Cancellation Fee + \$100.00 Processing Fee Forfeited + Upfront Fees Paid Forfeited (application fee, pre-payment of rent) = Total amount due to cancel contract

**Cancellation August 14, 2017 – November 14, 2018**

90 Day Notice Required

\$2,100.00 Cancellation Fee + \$100.00 Processing Fee Forfeited + Upfront Fees Paid Forfeited (application fee, pre-payment of rent) = Total amount due to cancel contract

**Cancellation November 15, 2018 – February 14, 2019**

90 Day Notice Required

\$2,800.00 Cancellation Fee + \$100.00 Processing Fee Forfeited + Upfront Fees Paid Forfeited (application fee, pre-payment of rent) = Total amount due to cancel contract

**Cancellation After February 15, 2019 (No cancellation)**

Resident assessed 100% of Contract Sum (no cancellation)

**The \$100.00 Processing Fee is not refundable for all Housing Contracts.**

**CONTRACT CANCELLATION AFTER FACILITY OPENING:** Unless the Contract is canceled prior to established deadlines as set forth in chart above, the Contract may not be terminated without approval of the Associate Director or his/her designee. The granting of a release from the Contract is NOT automatic, is rare and falls completely within the discretion of the Director or their designee. In the event of termination of occupancy without approval, Resident's obligation to pay rent will continue. Withdrawal or non-enrollment is not grounds for release/contract cancellation without financial penalty.

**TERMINATION AND/OR MODIFICATION OF CONTRACT BY UNIVERSITY:** Upon a default by Resident of the Contract, the Director at their discretion may modify or terminate the Contract. Resident shall be in default under the Contract if: Resident has failed to pay the Contract Sum on time; Resident has engaged in actions or activities detrimental to the health, safety, welfare or security of self or other residents; Resident has engaged in

conduct that is disruptive to the residential community; Resident has failed to comply with any federal or state law or University policy to include the Computer and Network Use Policy; or Resident has failed to comply with any of the other terms of the Contract. Prior to the Director's issuance of a written Notice of Termination or Modification of the Contract, Resident will be given notice of the proposed termination/modification and an opportunity to discuss with the Director the basis for any proposed modification or termination of the Contract. Modification of the Contract may include, but is not limited to, changing Resident's room assignment, moving the Resident to another on- campus housing facility or restricting the Resident's access to housing facilities.

Upon the Director's issuance of a Notice of Termination, Resident shall vacate the premises immediately or within such time period specified by the Director in the Notice of Termination, and Resident will continue to be liable for the contract sum.