CONFERENCE & EVENT SERVICES

MONMOUTH UNIVERSITY

WHERE LEADERS LOOK *forward*

CAMPUS USE ONLY:

Building: _____
Room: _____

Arrival Date: _____
Departure Date: _____

No of Weeks: _____
No. of Days: _____
Total Bill: _____

BEACHFRONT HOUSING REQUEST

AVAILABLE: MAY 19, 2013 – AUGUST 10, 2013

APPLICANT INFORMATION:

Name: _____ **Age:** _____**Male** or **Female** (Circle One)
Home Street Address: _____
Hometown/State/Zip: _____
Email Address: _____
Phone: _____ Cell Phone: _____

ONE BEDROOM APARTMENT / TIMEFRAME SELECTION: (select one)

□ Single Occupancy—$400.00 pp/week (6 Week Minimum)
□ Single Occupancy—$552.00 pp/week (2 Week Minimum)
□ Double Occupancy**—$253.00 pp/week (6 Week Minimum)
□ Double Occupancy**—$309.00 pp/week (2 Week Minimum)

**** Provide name of second occupant for lease:** _____

Requested Arrival Date: _____ /_____ / 2013; Departure Date: _____ /_____ / 2013

METHOD OF PAYMENT: **Check** or **Credit card** (circle one)

PAYMENT OPTION (see below): **Option A** or **Option B** (circle one)

ALL APPLICATIONS MUST BE SUBMITTED WITH A $200.00 SECURITY DEPOSIT. HOUSING SELECTION WILL BE CONFIRMED BY MAIL WITH A CONFIRMATION LETTER AND LEASE.

PAYMENT OPTIONS

As a courtesy, Monmouth University offers two (2) payment options for tenants staying six (6) weeks or more

Option A: **Pay in Full.** Full payment made via check or credit card due upon signing lease agreement.

Option B: **Pay in two (2) Payments.**

Payment 1: **50% of full payment.** Payment 1 made via credit card due upon signing lease agreement.

Payment 2: **50% of full payment + $25 non-refundable administrative fee.** Upon Signing Lease, tenant must provide a credit card number (with an expiration date after 8/2013) which will be used to process Payment 2 on July 1, 2013.

SUBMIT HOUSING APPLICATION AND SECURITY DEPOSIT TO ONE OF THE FOLLOWING:

FAX:
732-263-5284

EMAIL:
events@monmouth.edu

MAIL:
Monmouth University
Office of Conference & Event Services
400 Cedar Avenue
West Long Branch, NJ 07764

Questions? Call (732) 571-3473