



# Innis Residence

## Occupancy Extension Request

111 St. George Street, Toronto, ON M5S 2E8

www.innisresidence.utoronto.ca

Phone: (416) 978-2512 Fax: (416) 971-2464

**All requests for occupancy extensions must be submitted to the Residence Office  
by April 2<sup>nd</sup>.**

**Requests for extensions will not be accepted after this date and time  
Extensions are not guaranteed.**

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Room Number

\_\_\_\_\_  
Student Number

\_\_\_\_\_  
E-mail (must be a mail.utoronto.ca address)

\_\_\_\_\_  
Date of Last Final Exam

\_\_\_\_\_  
Requested Departure Date

**This date cannot be past APRIL 29<sup>th</sup> 12:00PM – any request for  
after April 29<sup>th</sup> will be automatically declined.**

Please provide a detailed explanation of why you are requesting an occupancy extension. Attach all relevant documentation and additional information as required.

### **Acknowledgement**

If you are granted an occupancy extension you are acknowledging that you will:

- Pay \$25.00 per day, for each additional day that you are permitted to stay in the Residence (charged on your ROSI account).
- Comply with all stated move-out procedures for your new date of departure.
- Continue to abide by all Residence rules and regulations, including "Quiet Hours", which will remain in effect until the last day of the examination period.
- Not sign in overnight guests for the duration of your occupancy extension.

Failure to comply with the above conditions will result in immediate termination of your occupancy agreement.

\_\_\_\_\_  
Signature of Resident

\_\_\_\_\_  
Date

**For Office Use Only:**  Request Declined  Request Approved (specify new departure date): \_\_\_\_\_