

# Condo Declining Balance Meal Plan Request for Mansion Hill

Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

Unit number: \_\_\_\_\_

\_\_\_\_\_ I would like to add the amount of \$ \_\_\_\_\_ to my student account.

\_\_\_\_\_ I understand that my student account will be billed in the amount requested above.

\_\_\_\_\_ I understand that this is a non-refundable request, and any unused declining balance will not be refunded.

\_\_\_\_\_ I understand that any unused funds will be zeroed out on June 30 and I will not receive a refund for unused funds.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*Please allow 1-3 business days for funds to be added to your student account.

Please return via one of the following methods:

~In person to the Office of Residential Life and Housing (C103 Provincial House)

~Fax to 314.516.6878

~Email to [umslreslife@umsl.edu](mailto:umslreslife@umsl.edu)

*OFFICIAL USE:*

Date received in office: \_\_\_\_\_ Initials of Staff member: \_\_\_\_\_

Date applied to account: \_\_\_\_\_ Initials of completion: \_\_\_\_\_