

STUDENT HOUSING COOPERATIVE, INC. REQUEST FOR RELEASE OF MEMBERSHIP AND OCCUPANCY RIGHTS

Before turning in to 317 Student
Services Building...

___ Member Signature ✓

___ Membership Officer Signature

___ Date (filled in by Office)

Name: _____

House: _____

Earliest Date replacement may move in: _____

I understand that release from the Contract for Membership, Co-Management and Occupancy requires that this form have the appropriate signatures from the Co-op house and the MSU Student Housing Cooperative, Inc.. I agree, due to the nature of a co-op, I will be financially responsible to the house until a replacement member signs a contract. I also understand that SHC membership fees are not refundable. By signing this agreement, I am approving any efforts to replace my membership and I agree to vacate the premises by the date of release (12:01 a.m. on the date the replacement contract begins) and to pay the co-op all charges to my account up to that date. I understand the duties and obligations for release as required in the Contract for Membership, Co-Management and Occupancy. I authorize SHC to advertise and attempt to fill my space, which, due to seniority, may not necessarily be the room in which I resided.

Date: _____ Signature: _____

House Membership Officer

Our house is aware that this person is seeking a release, and will eventually be replaced by a new member who meets qualifications of the house.

Date: _____ Signature: _____

Office Use Only

Date received at SHC Office: _____ Time Received: _____

Name of Replacement: _____

Date Replacement Starts: _____

If the house has additional vacancies, record house vote to approve replacement:
 Yes _____ No _____ Abstain _____ Absent _____ Date of Vote _____

SHC Vice President of Membership

Member has been replaced, and is released of all financial obligations, membership, and occupancy rights as of the following date.

Date: _____ Signature: _____