

FACULTY AND STAFF SHORT TERM HOUSING PROGRAM APPLICATION

1. Applicant(s): All person's being sponsored by a Rutgers University department must be listed as an applicant.

Name _____ Professional Title _____
 Country/State of Origin _____ Name of Institution _____
 Permanent Mailing Address _____
 Date of Birth _____ Cell Phone Number _____ Email _____
 Social Security Number (if applicable) _____ Male Female

Name _____ Professional Title _____
 Country/State of Origin _____ Name of Institution _____
 Permanent Mailing Address _____
 Date of Birth _____ Cell Phone Number _____ Email _____
 Social Security Number (if applicable) _____ Male Female

Name _____ Professional Title _____
 Country/State of Origin _____ Name of Institution _____
 Permanent Mailing Address _____
 Date of Birth _____ Cell Phone Number _____ Email _____
 Social Security Number (if applicable) _____ Male Female

Name _____ Professional Title _____
 Country/State of Origin _____ Name of Institution _____
 Permanent Mailing Address _____
 Date of Birth _____ Cell Phone Number _____ Email _____
 Social Security Number (if applicable) _____ Male Female

2. Additional occupants sharing apartment that are not associated with the university

| | | | | Gender | Attending public School |
|------------|---------------------|--------------------|----------------------------|----------------------------|--|
| Name _____ | Date of Birth _____ | Relationship _____ | M <input type="checkbox"/> | F <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Name _____ | Date of Birth _____ | Relationship _____ | M <input type="checkbox"/> | F <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Name _____ | Date of Birth _____ | Relationship _____ | M <input type="checkbox"/> | F <input type="checkbox"/> | Yes <input type="checkbox"/> No <input type="checkbox"/> |

3. University Department Information

Sponsoring Department Name _____ Department Chair/Director _____

Department Contact Person _____ Email Address _____ Phone _____

Status/Appointment Type - Faculty Staff Visiting Scholar

4. Apartment Complex Requested _____ Date: From _____ To _____

5. Security Deposit of \$500 will be paid by: Department Guest

6. Rent will be paid by: Department Guest

7. Do you require special accommodations? Yes No

I have read the information provided in this application and hereby request University rental housing. I understand housing is on a first come first serve basis and no guarantee of placement is made.

Applicant Signature _____ **Date** _____

Sponsors accept full responsibility for their visitor and are responsible for obtaining NetID's for their guest and NetID's for all apartment occupants residing with the guest at Johnson or Marvin Apartments.

Department Chair/Director Signature _____ **Date** _____

Thank you for your interest in the Short -Term Housing Program. Upon confirmation of assignment you will receive an email followed by a lease agreement that will contain program specific information.

Monthly Rental Rates 2019/2020

| | |
|---|--------------------------|
| Johnson Apartments, Piscataway (2 bedrooms on campus): | \$1,980 |
| Highland Montgomery, Highland Park (studio, 1 & 2 bedrooms off campus): | \$1,665 - \$2,210 |
| The Vue, New Brunswick (1 and 2 bedrooms off campus): | \$2,570 - \$3,310 |

A department coordinator must be identified on the application for visiting faculty/scholars.

Occupancy Restrictions:

Highland Montgomery: Studio - 1 occupants. 1 Bedroom - 2 occupants. 2 Bedrooms - up to 4 occupants.
Johnson Apts: 2 Bedroom apartments – 4 occupants - apt. configuration varies, either 1 full bed in each room or 1 full and 2 twins.

The Vue: 1 Bedroom - 2 occupants. 2 Bedrooms - up to 4 occupants.

We do not provide cribs or playpens.

All occupants must be listed on the application and included within the lease agreement.

By submitting this application, you are authorizing Rutgers University and/or its representatives to conduct a background check and verify credit history. If adverse conditions are discovered, applicant will be notified and application for housing will be denied.

The above is a representation of useful information. Please refer to our website tinyurl.com/fshousing for additional information and the lease for binding terms. No shows and early cancellations can result in security deposit forfeiture.

Please return completed and signed application to: Donna Bishop donna.bishop@rutgers.edu