

**University Housing and Food Service  
Housing Reference/Release**

- \* Incomplete requests will not be processed and they are not the responsibility of University Housing and Food Service.
  - \* You must fill out a separate request for each location.
  - \* University Housing and Food Service is committed to forwarding these requests within 3 business days.
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**Portion to be completed by student**

Student's Name: \_\_\_\_\_ Student ID Number: \_\_\_\_\_

Students Current Address: \_\_\_\_\_ Phone # \_\_\_\_\_

City/Zip: \_\_\_\_\_

If different from above, which residence hall did you live in? \_\_\_\_\_ Year? \_\_\_\_\_  
(Example: 99-00)

Complex name to which you are applying: \_\_\_\_\_

Managers Name: \_\_\_\_\_ Phone # \_\_\_\_\_

Complex Address: \_\_\_\_\_ Fax # \_\_\_\_\_

City/Zip: \_\_\_\_\_

I, \_\_\_\_\_ give \_\_\_\_\_  
(your name) (complex name/property management company),

permission to contact University Housing and Food Service at California State University, Chico to verify my verification of residence at, and indebtedness to, University Housing and Food Service.

I understand this reference-release will be used to supplement my housing application at

\_\_\_\_\_ (complex name)

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

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**Portion to be completed by University Housing and Food Service**

Verification of Housing    Yes    No                      Year \_\_\_\_\_

Account Current            Yes    No

\_\_\_\_\_  
UHFS  
(Please print name)

\_\_\_\_\_  
Date

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\* In the event that the applicant's account is not current with University Housing and Food Service, the applicant must submit a new release form to receive the most current account status. Failure to comply is not the responsibility of University Housing and Food Service.