



Facilities

Housing

To: Undergraduate Housing Department

Re: Designation of Summer Room Draw Proxy

I, _____, will not be able to attend my room draw on
(Print your name)

_____ due to a scheduling conflict. Therefore, I appoint
(Date and Time of your draw)

_____ to act as my proxy and draw a room on my
(Print your proxy's name)

behalf during my assigned room draw date and time.

I understand that I have 7 days after the room is drawn on my behalf to sign my housing/ dining contract at the Undergraduate Housing Department in the MacMillan building; if I am studying abroad I will sign my contract at the time I return to check in and pick up my room key.

(Your Signature)

(Today's date)