NAISMITH HALL

2017 EARLY ARRIVAL APPLICATION & INFORMATION

Instructions:

For residents that need to arrive prior to Official Move-in Day on Thursday, August 17, 2017, Naismith Hall offers Early Arrival starting **Sunday, August 13, 2017 at 8:00am** at a fee of **$30 per evening***. Please note the Naismith Hall dining hall will not be open during Early Arrival. Naismith Hall will host a BBQ/Picnic on Move-In Day on August 17th for all residents and their families to enjoy. The dining hall will then open for service beginning August 18th.

RESIDENTS WILL NOT BE PERMITTED TO CHECK IN BEFORE OUR OFFICIAL MOVE-IN DAY WITHOUT PRIOR APPROVAL. Naismith Hall will also NOT allow residents to "drop off" their belongings prior to check-in even if they are not staying overnight.

To request an Early Arrival move-in, please fill out and return the Application form below along with your check to: *Naismith Hall Business Office, 1800 Naismith Dr., Lawrence, KS, 66045*. Please make checks payable to Naismith Hall. **We must have your Early Arrival Application and check in our office by August 7, 2017** to make the necessary arrangements to have your room ready early. **WE WILL CONTACT YOU IMMEDIATELY IF YOU CANNOT MOVE IN ON YOUR REQUESTED DATE**. Your check and this Application will be returned to you if we cannot approve your early arrival.

EARLY ARRIVAL APPLICATION

Please Print

Name:_____ **Home Telephone No.:**_____

Home Address: _____ **City:** _____ **State:** ____ **Zip:**_____

Reason for Early Arrival Request: _____

_____

University Email: _____ **Cell phone:** _____

Request Early Arrival Date: _____ **Enclosed Check No.:** _____

$30/ night x _____ = **$** _____

Rate ***Total # Evenings (August 13-16)*** ***Total Amount Due***

**Early Arrival fees are waived for residents participating in Fall Greek Recruitment, as part of our Special Programs at Naismith Hall. However, the Early Arrival Application Form must still be submitted to ensure room availability.*