Reset Form Button

APPLIANCE REQUEST FORM - *University District Rental Properties*

Queen's University – Community H ousing

Additional Appliance Requested (check all that apply)	Quantity	Approved?
☐ Portable Air Conditioner ($150/lease period; non-refundable); Make: _____ ; Model #: _____		
☐ BBQ - electric		
☐ BBQ - Propane or Coal, including hibachi (Propane may not be stored in unit)		
☐ Chest Freezer (please indicate size)		
☐ Mini Fridge		
☐ Refrigerator (17 cubic ft. or larger)		
☐ Other (please indicate type)		

The Tenant(s) acknowledges and agrees that:

W submission of this form does not constitute permission;

X no appliances other than those provided by Queen's Community Housing are to be brought into and used in the Unit (such appliances include, but are not limited to ™ ˜ › • Š ai• Ž onditioners, refrigerators, ˜ ›freezers) without prior written   approval (tenant's will be notified via email) from Queen's Community Housing and payment of additional 1 non-refundable charges (if applicable);

Y the Tenant(s) is responsible for the maintenance and cleaning of the additional appliance. Queen's staff will service only Queen's appliances;

Z if approval is g ranted for an appliance, additional fees, including any increases, will be charged, where applicable, until the Tenant(s) removes the appliance(s) from the unit and notifies Community Housing in writing of said removal. An inspection will then be conducted to confirm removal at which point charges will no longer apply (air conditioner charges are per lease period and are non-refundable);

[the Tenant(s), IF NOT returning in this unit, will remove all approved additional appliances from the unit/property at the completion of the lease at own expense, including where the tenant chooses to sell the appliance(s) to the next tenant(s) of the unit (i.e. vacant possession is required). Any additional appliances that are left will be removed at the tenant's expense;

\ the Tenant(s) IF returning to this unit for another lease period, MUST resubmit the request for additional appliance form for consideration and approval by Community Housing

] Damages or Acidas perle Renthe to Notified of Approval

	Emailed Approval Notice ◯ Yes ◯ No	Email Sent by
Amount to be Invoiced (if applicable)	YARDI Updated? ◯ Yes ◯ No	

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