

# Verification of Housing Form

## Step 1

I \_\_\_\_\_ authorize Northern Arizona University, Office of Residence Life to release written or verbal information to outside agencies requesting my rental obligation, account history, where I reside and with whom, and the duration of my occupancy.

Student ID Number \_\_\_\_\_

Date \_\_\_\_\_

Signed \_\_\_\_\_

(This authorizes one verification only)

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## Step 2 - Please select one

Please submit a filled out, pre-printed rent verification form

**OR**

- Verification letter will include the following information:
- ✓ Campus Address
  - ✓ Who lives in the residence
  - ✓ Rent amount paid
  - ✓ Rent includes all utilities, including local telephone

Additional information to include:

\_\_\_\_\_

.....

## Step 3

Please instruct us to:

\_\_\_\_\_ Please fax to: \_\_\_\_\_

Attn: \_\_\_\_\_

\_\_\_\_\_ Please mail to: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ Please call \_\_\_\_\_ with the information at the following  
telephone number \_\_\_\_\_

\_\_\_\_\_ I will pickup verification on \_\_\_\_\_

**Note:** Please allow 48 hours from the time of the request.