

Accommodation Extension Request Form

**Please complete all information and submit to reception for consideration.
 CCEB will then let you know if your request is approved.**

Student Details

Family Name:

Student Number:

First Name:

Date of Birth:

Email:

Phone Number:

Current Accommodation Details (must be accommodation booked through CCEB)

Homestay Homestay family name:

Sharehouse Sharehouse address:

Original leaving date:/...../..... Proposed leaving date:/...../.....

This form MUST be submitted to CCEB as soon as possible so the extension can be arranged

Fees (to be completed by CCEB Staff)

HS/ SH Fees	\$
Other (xmas surcharge etc)	\$
Total	\$

Payment MUST be made before accommodation extension is booked

Student Signature: Date:

Guardian Signature (if student is under 18):

<i>Office use only</i>			<i>Date</i>	<i>Initial</i>
<i>Approved?</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<i>Received</i>	
<i>Staff member signature:</i>	<i>Changed in Stars</i>			
<i>Date:</i>	<i>Agent informed (if reqd)</i>			