

Casual Student Housing Payment Authorization

Subject: Hey! Credit Card Auth for Dorm Stuff

Hi [Residence Hall/University Financial Services],

Hope you're doing well! I'm writing to set up credit card authorization for my kid [Student Name] who's living in [Dormitory Name] this semester.

Here's what I'm cool with you charging:

- Monthly housing fees (obviously!)
- Meal plan charges and dining dollars
- Activity fees and campus events
- Emergency medical expenses through student health
- Replacement costs for lost keys/ID cards
- Reasonable damages to room/common areas

My card info: [Bank Name] ending in [digits]

Student ID: [Student ID Number]

Semester: [Fall/Spring Year]

Just keep the charges reasonable and send me the bills so I know what's going on. If there's anything major (like over \$200), maybe give me a heads up first?

Thanks for taking good care of my student!

Cheers,

[Parent Name]

[Phone] [Email]

[Date]

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