



Office of Student Housing

Regent Village Resident:

Use this form to begin the process of scheduling the installation of an additional cable outlet by Cox Communications or designated subcontractors. Steps to follow:

1. *Print out this form and fill out your information*
2. *Bring this completed form to the Regent Village office (5960-104) to have a student housing professional staff review and sign.*
3. *Call 757-222-1111 to schedule installation.*
4. *Ensure you let the customer service representative know that you are a "bulk resident" in Regent Village on the Regent University campus. **Cost of installation will be billed directly to you.***

DATE: May 2010

FROM: Regent Village (Regent University On-Campus Graduate Student Housing)
Buildings 5900 – 6012, Jake Sears Circle
Virginia Beach, VA 23464

TO: Whom It May Concern

Regent University Student Housing gives Cox Communications permission to install additional cable outlets in the following Regent Village student housing assignment:

- *Building _____ Apartment _____ which is located at the following on-campus street address in the City of Virginia Beach: Jake Sears Circle, Virginia Beach, VA 23464*

The current resident of the Regent Village student housing assignment indicated above is responsible for all charges for this new installation. Cost additional outlet installation could range from \$50 to \$150.

If you should have any additional questions, please contact Regent Village student housing office located at 5960-104 by calling 757-352-4890 or emailing studenthousing@regent.edu.

Name _____ Date _____
(PRINT) Regent University Student Housing Resident

Signature _____ Date _____
(SIGN) Regent University Student Housing Resident

Accepted _____ Date _____
Student Housing Professional Staff

This document is considered invalid and any additional outlet work is prohibited unless signatures of both resident and professional staff are provided.