



2025 Summer Housing Request Form

Check-In time begins at 1pm and ends at 5pm (A \$200 fee will be assessed for any check-ins prior to 1pm)

Check-Out time is no later than 12pm (A \$200 fee will be assessed for any check-outs later than 12pm)

The dates are set. Please do not request dates outside of those listed below.

CAMPS AND CONFERENCES: JUNE 10-AUGUST 9 | INTERNS: JUNE 1-AUGUST 9 | RESEARCHERS: JUNE 8-AUGUST 15

FORM INSTRUCTIONS

Download form. Fill out electronically and Submit to Cathy Matthews. Save a copy for your records.

Questions? Email matthews@udel.edu

Group Name: _____

Department/Company: _____

On-Site Contact Name: _____

Email: _____

Telephone: _____

Cell Phone: _____

If UD Department, Purpose Code: _____

Total number of guests per this request: _____

Arrival Date of Staff: _____

Arrival Date of Participants: _____

Departure Date of Participants: _____

Departure Date of Staff: _____

Does your group require dining? Yes No

Does your group require linens? Yes No

Does your group require parking? Yes No

SUBMIT

- Interns will be housed in North Campus Residence Halls.
- Researchers will be housed in the North Campus Residence Halls.
- Camps and Conference Groups will be housed in North Campus Residence Halls.