Final clearing Statement (Check-out) of the Dormitory Management Center（退宿）结算单

Check-out Reasons: Changing room 调寝 Check-out Date/退宿时间： Y/年 M/月 D/日

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name  姓名 |  | | ID  学号 | | |  | | B. Room no. |  | | Signature of  counselor  辅导员签字： |  |
| Check in date  入住时间 | |  | | | | | | Expense settlement  费用结算 | | Living facilities  设施赔偿 | |  |
| Checkout date  退宿时间 | |  | | | | | | Water electricity fee  水电费 | |  |
| 热水表数  Hot water degree | |  | | | Electricity reading  电表数 | |  | Accomodation  Incurred  住宿费欠费  （该栏由办公室核对） | |  |
| 冷水表数  Cold water degree | |  | | |
| 租赁电器回收  Return of leased electric | | 回收地点  Place | | | 赔偿情况  [Compensation](app:ds:compensation) Payment | | |
| 冰箱Refrigerator | |  | | |  | | |
| 彩电TV | |  | | |  | | | 宿管经办人 | |  |
| 空调AC | |  | | |  | | |
| Signature of Resident  住宿人员签字： | | | | Signature of Roommate（if you accept this result,sign your name）: 室友签字： | | | | Signature of Hostel Management Staff:  宿管员签字： | | | | |

Note: Dormitory Management Staff please fill in the above contents carefully and after getting back the living accommodation fee, water electricity fee and key and sign for it, submit the form to Dormitory Management Centre.

注：宿管员填写以上内容，并收回住宿设施费、水电费、钥匙、再签字，上交宿舍中心。