

2017 - 2018 MONTHLY PAYMENT PLAN

The Monthly Payment Plan permits five (5) payments each semester, in lieu of one (1) payment each semester, with the following conditions.

1. **Term Period.** Resident agrees that all monies will be paid in full on or before May 1, 2018.
2. **Processing Fee.** A \$96 Processing Fee (\$48/semester) will be assessed for the change in payment terms.
3. **Payment Schedule.** Resident agrees to make payments toward the balance owed according to this schedule. **CHECK ONLY ONE BOX.**

ACADEMIC YEAR AGREEMENT: FALL 2017

Reservation Fee	\$325
August 24, 2017	\$960.00
October 2, 2017	\$960.00
November 1, 2017	\$960.00
December 1, 2017	\$960.00

\$4,117 RENT +
\$48 PROCESSING FEE = \$4,165

FALL 2017 ONLY AGREEMENT

Reservation Fee	\$325
August 24, 2017	\$960.00
October 2, 2017	\$960.00
November 1, 2017	\$960.00
December 1, 2017	\$960.00

\$4,117 RENT +
\$48 PROCESSING FEE = \$4,165

ACADEMIC YEAR AGREEMENT: SPRING 2018

No Reservation Fee	-----
January 2, 2018	\$960.00
February 1, 2018	\$960.00
March 1, 2018	\$960.00
April 2, 2018	\$960.00
May 1, 2018	\$325

\$4,117 RENT +
\$48 PROCESSING FEE = \$4,165

SPRING 2018 ONLY AGREEMENT

Reservation Fee	\$325
January 27, 2018	\$960.00
March 1, 2018	\$960.00
April 2, 2018	\$960.00
May 1, 2018	\$960.00

\$4,117 RENT +
\$48 PROCESSING FEE = \$4,165

4. **Late Fees.** Resident agrees and understands that failure to make a payment by the dates above (or the next business day if the date falls on a weekend or holiday) will result in five percent (5%) late fee becoming due and payable immediately.
5. **Collections.** Resident agrees and understands that if the entire balance becomes payable and fails to pay, legal proceedings, to include turning account over to a collection agency or to an attorney, will be initiated immediately.
6. **Financial Responsibility To Collect.** Resident agrees and understands that if legal proceedings are initiated, resident will be responsible for all fees and charges incurred by Owner.
7. **Payment Submission.** Payments should be made payable to Capstone Management. Resident understands that all payments are to be submitted to the Paca / Tubman Management Office, 415 Towson Way, Towson, MD 21252 by the due date.
8. **Early Pay Off.** It is expressly understood by both parties that the resident may at any time pay the total amount due thereby satisfying this agreement in full. The \$48/semester processing fee will still apply.
9. **Rental Payment.** This agreement pertains only to rent and does not supersede any other terms set forth in the 2017–2018 Housing License.

RESIDENT	PARENTAL GUARANTOR
_____ Signature	_____ Signature
_____ Printed Name	_____ Printed Name
_____ Date	_____ Date