



The undersigned accepts responsibility for understanding the Ronald McDonald House Occupancy and Room Request Guidelines and has confirmed that this family meets the requirements for temporary lodging at the RMH. All requests will be placed on the Waiting List in the order received. When a room becomes available, the Guest, Social Workers, or Contact Person listed above will be notified. If a family has been offered a room and they decline, their room referral needs to be resubmitted in the form of a fax in order for them to be put back on the list. Requests are taken no earlier than 3 working days in advance of first day of need, which includes the first day of need.

**For Monday – fax on Thursday**  
**For Tuesday – Fax on Friday**  
**For Wednesday – Fax on Monday**

**For Thursday – Fax on Tuesday**  
**For Friday – Fax on Wednesday**

**Social Worker's Signature:** \_\_\_\_\_

**TO CHECK ON A ROOM REQUEST PREVIOUSLY, CALL (314) 773 -1100**