BREAK PREPARATION

BEFORE YOU LEAVE FOR BREAK, PLEASE BE SURE TO:

▶ Close and lock ALL windows
▶ Close drapes and blinds
▶ Turn off heaters
▶ Turn off alarm clocks, stereos, and computers
▶ Remove perishable items including emptying trash/recycling

STAFF WILL CONDUCT SAFETY & MAINTENANCE CHECKS DURING BREAK TO CHECK FOR:

▶ Open food that could attract pests
▶ Mold
▶ Fire safety concerns
▶ Open bedspaces
▶ Locked doors, windows and screens
▶ Missing furniture
▶ Any other general safety and maintenance concerns

Please Note: Any visible violations of University Housing Policies will be documented.

Have a safe and enjoyable break!