All items must have a Storage label

Storage Kit

Enclosed is your storage kit prepared by the “Building Managers Storage Committee.” It has been designed to provide you with all the information and materials necessary to conveniently store your belongings in designated house areas for the summer.

There are Six (6) pre-printed labels indicating your house affiliation. Every item you plan to store must have a label attached. On each of your labels, print or type: your name, description of article, and the date you place the item in storage. For Example:

![Label Example]

You need to firmly affix the label to the item to be stored (one label per item). Tags are also included for items such as lamps, couches, and refrigerators. The tags also must have a numbered label. Storage is provided only to students who live beyond a 150-mile radius of the college. Space is very limited and offered on a first come first served basis. Therefore it is imperative that you read the enclosed instructions to avoid any problems as you prepare for the summer.

No storage will be accepted outside the hours designated for each house. All articles are stored at the students’ risk. The University assumes no responsibility for lost or damaged property. Students are strongly urged not to store items of significant value. If an item of value must be stored, students are encouraged to make private arrangements for insurance.

ALL UNDERCLASSMEN MUST VACATE THEIR SUITES BY SUNDAY, MAY 15 AT NOON.

STORAGE PLAN
SUMMER 2016