

## **Student Living Center Storage Program for Returning Students**

### **2022 - 2023**

The Office for Residential Life would like to present to you the details of our storage program. If you decide that you would like to store your belongings in the Student Living Center, then you must make those arrangements by filling out the attached registration form and submitting it to the Office of Student Affairs by the due date. The costs for storage will be charged to your Bursar bill in April 2022. Registration covers your belongings from April 1, 2022 through March 31, 2023.

When you leave the Student Living Center, you will be required to take your personal belongings with you, contact an outside storage facility and make arrangements to bring your items to that facility, or make official storage arrangements through the Office for Residential Life.

**The storage areas in the Student Living Center are secured by the Office for Residential Life and the Department of Public Safety. However, we shall not be held responsible for damage to or loss of any items of personal property stored in this facility.**

#### **Storage Program Fee**

Residents choosing to participate in the storage program will be charged a flat fee of \$115.00 to store the following items. Other items may **not** be placed in storage in substitution for one of the listed items.

Boxes (\*4)  
Luggage (2)  
Lamps (1)  
Fan (1)  
Refrigerator (1)  
Television (1)  
Piano Keyboard (1)  
Rug (1)

\*You must purchase standard storage boxes used by the University (18x18x24). These can be purchased from the ESM Bookstore using your UROS account, scholarship monies, cash, check, or charge. These are the only boxes that may be used for storage. The Bookstore will also carry items such as: bubble wrap, markers and packing tape to help you properly pack your belongings.

Please Note: Students who are not part of the storage program may store two EMPTY pieces of luggage in the Luggage Room.

If you are interested in bike storage, please contact the Office for Residential Life for more information.

## Student Living Center Storage Registration Form

In order to take advantage of the Student Living Center storage program, you must be a resident in the Student Living Center for the 2022-2023 academic year. The cost is \$115.00. Space will be available on a first-come, first-served basis. We will make every reasonable effort to protect student property, but we will in no way be liable for loss, theft, or damage of any property belonging to residents. We are also not responsible for damage or injury that may be caused by breakage, leakage or obstruction of pipes or any other latent building system defects not known to the Office for Residential Life. Residents may not store any of the following items: lumber, tires, flammable liquids, upholstered furniture, and food, as these are not permitted in the storage rooms. Due to the limited space available, a resident should not expect to store more than the approved items. Items that remain in storage for more than 30 days after permanently leaving on-campus housing or student status (i.e. transfer, graduation, etc.) will be disposed of after an attempt has been made to contact the student.

Registration covers your belongings between April 1, 2022 – March 31, 2023.

Full Name: \_\_\_\_\_ URID: \_\_\_\_\_

Home Address: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

I agree with the aforementioned information regarding storing my belongings in the Student Living Center.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Office Use Only

Date (MM/DD/YYYY)	Items In or Out	Items Moved	RA First and Last Name	RA Check List	Comments
	<input type="checkbox"/> In <input type="checkbox"/> Out	<input type="checkbox"/> Boxes (# _____) max 4 <input type="checkbox"/> Luggage (# _____) <input type="checkbox"/> Lamp <input type="checkbox"/> Fan <input type="checkbox"/> Refrigerator <input type="checkbox"/> Television <input type="checkbox"/> Piano Keyboard <input type="checkbox"/> Rug		<input type="checkbox"/> All items labelled with student full name, UR ID, and class year <input type="checkbox"/> Location of items  _____ (storage room number and space location)	
	<input type="checkbox"/> In <input type="checkbox"/> Out	<input type="checkbox"/> Boxes (# _____) <input type="checkbox"/> Luggage (# _____) <input type="checkbox"/> Lamp <input type="checkbox"/> Fan <input type="checkbox"/> Refrigerator <input type="checkbox"/> Television <input type="checkbox"/> Piano Keyboard <input type="checkbox"/> Rug		<input type="checkbox"/> All items labelled with student full name, UR ID, and class year <input type="checkbox"/> Location of items  _____ (storage room number and space location)	
	<input type="checkbox"/> In <input type="checkbox"/> Out	<input type="checkbox"/> Boxes (# _____) <input type="checkbox"/> Luggage (# _____) <input type="checkbox"/> Lamp <input type="checkbox"/> Fan <input type="checkbox"/> Refrigerator <input type="checkbox"/> Television <input type="checkbox"/> Piano Keyboard <input type="checkbox"/> Rug		<input type="checkbox"/> All items labelled with student full name, UR ID, and class year <input type="checkbox"/> Location of items  _____ (storage room number and space location)	
	<input type="checkbox"/> In <input type="checkbox"/> Out	<input type="checkbox"/> Boxes (# _____) <input type="checkbox"/> Luggage (# _____) <input type="checkbox"/> Lamp <input type="checkbox"/> Fan <input type="checkbox"/> Refrigerator <input type="checkbox"/> Television <input type="checkbox"/> Piano Keyboard <input type="checkbox"/> Rug		<input type="checkbox"/> All items labelled with student full name, UR ID, and class year <input type="checkbox"/> Location of items  _____ (storage room number and space location)	
	<input type="checkbox"/> In <input type="checkbox"/> Out	<input type="checkbox"/> Boxes (# _____) <input type="checkbox"/> Luggage (# _____) <input type="checkbox"/> Lamp <input type="checkbox"/> Fan <input type="checkbox"/> Refrigerator <input type="checkbox"/> Television <input type="checkbox"/> Piano Keyboard <input type="checkbox"/> Rug		<input type="checkbox"/> All items labelled with student full name, UR ID, and class year <input type="checkbox"/> Location of items  _____ (storage room number and space location)	

Applications due March 30<sup>th</sup>, 2022