

It's time for the Great Move-Out

Donate what you don't need and help our community!

DONATIONS ACCEPTED

Place in labeled donation bins on the ground floor.



DIRECTIONS:

All items must be CLEAN, DRY,
and in WORKING CONDITION.

We accept bedding and linens,
clothing and shoes, housewares
(decor, electronics,

dishes, lamps,

school supplies, etc.), toiletries and
cleaning supplies (OK if opened if
mostly full), food (must be sealed
and non-perishable), etc.

Donation bins will be placed during week 9.

IT'S IN THE BAG!

Grab bags from your
hall's front desk
if needed
to sort and
carry your
donations.



WOOD & FURNITURE



Place on
ground next
to outdoor
dumpster.

RECYCLING



Place in
recycle bins
& outdoor
cardboard bin.

TRASH



Place in
outdoor
dumpster.

<http://tiny.cc/donation-how-tos>

Sponsored by Surplus Property, Campus Recycling, and UHDS

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The Move-Out Process

STEP 1: SIGN UP

You can now schedule a room inspection appointment with a student staff member (ALA, CRF, or RA) in your residence hall via MyUHDS and must do so by June 8 at 5 p.m. Your RA will have more information about this process during your end-of-year floor meeting.

STEP 2: CLEAN

Your room must be empty of all personal belongings and trash, and cleaned prior to your checkout appointment (see other side for where you can donate items you don't want). For more information about the cleaning requirements, visit: <http://uhds.oregonstate.edu/housing/moving-out-uhds-facilities>

If you have a UHDS-provided microfridge in your room, this must be emptied, defrosted, and cleaned.

STEP 3: ROOM INSPECTION FOR CHECKOUT

After your room is empty and clean, a staff member from your residence hall will inspect your room for damages.

If your room is not empty and clean at the time of your appointment, you will be asked to complete those tasks before you can have your checkout appointment.

If you do not move out by your stated time, you may be assessed a \$50 Improper Checkout Fee.

STEP 4: TURN IN YOUR KEY

After the inspection with the hall staff is complete, return your key(s) to the Service Center. If the Service Center is closed, you must turn in your key(s) to the RA on Duty or the staff member who completes your room inspection. If your key(s) is not returned, you will receive a \$50 rekey charge.

For alternative formats or accommodations related to a disability, please contact Andrea Norris of Campus Recycling at 541-737-5398 and/or andrea.norris@oregonstate.edu.

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