RESIDENCE HALL
MOVE-OUT
PREPARATIONS

Avoiding Damage

Residence Halls Timeline

Assessments

Move-Out Questions & Answers

UCR Move Out
2019

UCR | Housing, Dining & Hospitality Services
Sorry, but no.

Pod?

Can I use a moving pod?

There's no damage I cleaned. Can I still be charged?

Yes, but you have to file a change of address for with the Post Office either in person or online at usps.com.

If there are common damages to lounge community if there are common damages to lounge.

IS MAIL FORWARDED starting June 8 to complete room inspections as will be entering rooms between 8am and 9:30pm.

Are you sure I have questions.

Finally, review the move out preparations guidelines and ask your Resident Advisor if you have questions.

What do I need to do? Make sure everything in your Residence Hall room works. Next CLEAN, CLEAN, CLEAN.

What happens if I move out after June 15? Notice of additional charges, if any, will be mailed to you this week.

We have a timeline for the Residence Halls. Let me walk you through it.

**JUNE IS UCR MOVING MONTH**

**June 2–June 5**

Mandatory Closing meetings. This is an opportunity to find out from your RA everything that is needed from you in order for you to have a successful move out.

**June 5, 12 Noon**

Requests to extend your stay beyond the end of your contract are due by 12 Noon to your respective RSO.

**June 15, 5pm**

Final Deadline to move out. You can move out anytime up to this date but your housing payment will not be pro-rated. Make sure you’ve filled out your Checkout Envelope, enclosed your keys, and left the envelope at your RSO.

**July 5**

Notice of additional charges, if any, will be mailed to you this week.

**RESIDENCE HALLS TIMELINE**

**ABERDEEN-INVERNESS • LOTHIAN • PENTLAND HILLS**
**Avoiding Damage Assessments**

- **$750*** Lounge furniture replacement
- **$490*** Replace MicroFridge
- **$300*** Repaint an entire room
- **$200*** Repaint one wall
- **$175*** Replace window blinds
- **$155*** Replace a damaged smoke detector
- **$130*** Replace broken, missing or damaged bookshelf
- **$110*** Lost keys
- **$75*** Improper check-out
- **$50*** Removing grime, tape and stickers (and repairing excessive nail holes); per wall
- **$50*** Having to clean entire carpet
- **$35*** Trash removal

*Amounts shown represent maximum potential charges per occurrence. Not every possible cause of fines is listed. Additional damages or conditions may be considered.
## Residence Halls Move-Out FAQ

### ARE YOU SURE I HAVE TO MOVE OUT?

All Residence Hall spaces must be vacated by 5pm on Saturday June 15. If you need more time, you must submit an extended stay request no later than noon on June 5 (see next column for details).

### WHAT DO I NEED TO DO BEFORE I MOVE?

Make sure everything in your Residence Hall room works. Next CLEAN, CLEAN, CLEAN. Finally, review the move out preparations guidelines and ask your Resident Advisor if you have questions.

### THERE’S NO DAMAGE AND I CLEANED. CAN I STILL BE CHARGED?

Yes, charges can be assessed to all members of a community if there are common damages to lounge spaces or public areas. NOTE: Residential Life staff will be entering rooms between 8am and 9:30pm starting June 8 to complete room inspections as individual occupants vacate assigned spaces.

### IS MAIL FORWARDED TO MY NEW ADDRESS?

Yes, but you have to file a change of address for with the Post Office either in person or online at [usps.com](http://usps.com).

### WHEN DO I HAVE TO MOVE OUT?

You must move out of your space no later than 5pm on June 15. To do so, you must fill out a Checkout Envelope, enclose your keys, and then leave the sealed envelope at your RSO. You can find more information about move-out at: [housing.ucr.edu/help-desk/movein-moveout.aspx](http://housing.ucr.edu/help-desk/movein-moveout.aspx)

### WHAT IF I CAN’T MOVE OUT IN TIME?

If you cannot move out on time, you need to request an extended stay no later than noon on June 5 at [myhousing.ucr.edu](http://myhousing.ucr.edu). Requests for extension are not guaranteed and there is a daily charge for staying past 5pm on June 15.

### FEES? WHAT CAN I BE CHARGED FOR?

Not cleaning up properly. Damages to the room as listed previously. Failure to check-out properly or on time. Common area damages can be assessed to all residents of a floor or community unless a person takes responsibility.

### HOW WILL I KNOW IF I’VE INCURRED ADDITIONAL CHARGES?

Notice of move out charges will be sent to you the week of July 5.

### CAN I USE A MOVING POD?

Sorry, but no.
Donate or Dump

RSO COLLECTIONS
Donate non-perishable food, books and personal items (e.g., soap, laundry detergent, lamps, small appliances, bedding, cleaning supplies) for those in need in the Riverside community. Collections will take place at the UCR Campus Apartments RSO and Stonehaven RSO. Donated materials will be given to R'Pantry and Guardian Scholars.

DONATION BINS
Donate clothing, shoes, linens, toys and household textiles in good condition (also books, CDs, DVDs, picture frames, bowls and vases). Bins from the American Textile Recycling Service (ATRS) will be available starting June 1 in the A-I lobby, the Lothian entrance, and at Pentland Hills RSO (Q building).

AMNESTY BOX
Have silverware, plates, mugs, napkin dispensers and/or other items from campus restaurants that happened to find their way into your room? Return them, along with any other university property — no questions asked — to the “Amnesty Box” at your RSO.

Additional bins are located at Glen Mor, Bannockburn Village, Falkirk, Oban and Stonehaven.