

RESIDENCE HALL MOVE-OUT PREPARATIONS



WHAT YOU NEED TO KNOW



You must move out no later than **5pm, Saturday, June 11.**

Fill out your Checkout Envelope,* enclose your keys, and leave the sealed envelope at the RSO.

Also, you **MUST** schedule your individual move-out time on the [MyHousing.ucr.edu](https://myhousing.ucr.edu) portal so we can control the number of cars utilizing our very limited parking options.

*Checkout Envelopes are available at the RSO

RESIDENCE HALLS MOVE-OUT FAQ

WHEN DO I HAVE TO MOVE OUT?

All Residence Hall spaces must be vacated no later than **5pm on Saturday June 11.** To do so, you must fill out a Checkout Envelope, enclose your keys, and then leave the sealed envelope at your RSO. You must check out no later than 24 hours after your last final.

WHAT DO I NEED TO DO BEFORE I MOVE?

Make sure everything in your Residence Hall room works. Then **CLEAN, CLEAN, CLEAN.** Be sure to check for any last-minute mail or packages, and don't forget about bicycles.

TRAFFIC AND PARKING CONSIDERATIONS FOR A-I, DUNDEE AND PENTLAND HILLS

You will need to schedule your move-out time on the [MyHousing.ucr.edu](https://myhousing.ucr.edu) portal so we can control the number of cars utilizing our very limited parking options.

CAN I BORROW A MOVING CART?

Yes. If you arrive during regular business hours (Monday–Friday, 8am–7pm. 12pm–4pm on Saturday), you will be able to check out a sanitized blue moving cart at the RSO.

DONATION BINS

Bins from the American Textile Recycling Service (ATRS) will be available. Bins are located at A-I, Lothian, Pentland Hills and Dundee. Donate clothing, shoes, linens, toys and household textiles in good condition. Household textiles including soft toys, stuffed animals, blankets, sheets, pillows, memory foam pillows, towels, shower curtains, comforters, drapery, mats and small rugs. Please only donate items that are not breakable when dropped into a bin.

FEES? WHAT CAN I BE CHARGED FOR?

Not cleaning up properly. Damages to the room as listed below. 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.

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.

HOW WILL I KNOW IF I'VE INCURRED ADDITIONAL CHARGES?

Notice of move-out charges will be sent via email.

CAN MY MAIL BE 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. **Remember to check for mail and packages prior to returning your keys.**

CAN I USE A MOVING POD?

Sorry, but no.

I HAVE MORE QUESTIONS...

More information is available on the Move-Out page of the Housing website: housing.ucr.edu/move-out

AVOIDING DAMAGE ASSESSMENTS

