Moving Out Deadline

Students need to check out of their rooms within 24 hours of their last exam, but no later then **Sunday, May 16th at 12:00PM** (when residents halls officially close). Graduating Seniors may stay no later than **Thursday, May 20th at 11:00 AM**.

Prior to Moving Out

- Attend the Damage Billing Meeting that will give you important information on what to do to avoid being billed at the end of the school year.
- See your Residence Hall Director to discuss anything you or your suitemates/roommates could potentially be billed for (damages, mounted shelves/mirrors, missing items). Otherwise any damage charges noted after checkout will be applied equally to all occupants' accounts.
- Attend the Closing Section Meeting (via zoom) to get all the need-to-know information regarding end of year closing.
- Beginning April 26th, garbage bags, brooms, and dust pans will be available in the Quad Information Centers. Also beginning that week, dumpsters will be available on your Quad for items you’d like to discard. Any large items you’d like to dispose of such as furniture, carpets and lamps, must be thrown away at this time. You may want to remove these items while others are around to assist you.
Moving Out Checklist

Prior to Quad Information Center Check-out

Please note that once you have check-out you will NOT be able to re-enter the room for any reason.

Before reporting to the Quad Information Center to check-out, make sure you have done all of the following:

- Closed all Windows
- Removed personal belongings and have taken all trash to the dumpster
- Removed all tape and residue from walls, doors, swept floors, etc.
- Double checked that all drawers and closets are empty

Quad Information Center Check-out

- Pick up an Express Check Out form at your Quad Information Center prior to departure, make sure you fill it out completely and place your keys in and seal the envelope before submitting it to your QIC.

- Turn in your keys: **You MUST return your keys before leaving campus.** They WILL NOT be accepted by mail. If you do not return your keys prior to check out, a lock change will be done immediately and you will incur a $90 charge.

- You are responsible for not only the condition of your bedroom, but also any living areas that you shared with suite mates, such as a bathroom and common area. If damage is assessed in these areas and the responsible party is unknown, cost of repair will be divided equally among the occupants who shared the space.

If you rented one or more textbooks from the University Bookstore this semester...

Saturday, May 15, 2021 is the last day to return textbook rentals.

Return your books early if possible to avoid long lines!

Remember you don’t get cash back on rental books; you received significant savings upfront.

If you leave campus with your textbook or left your rental at home, you can ship it to the bookstore with a prepaid shipping label available on the bookstore website: http://albany.bncollege.com/

You must make sure the textbook is with UPS as soon as possible as it is due at the bookstore by May 20th, 2021.

If your books are not returned by May 20th, 2021 you will be charged a replacement fee and a processing fee.

www.albany.edu/housing
End of semester book buyback has begun! As you know, finals week is the best time to sell back books, but you can always bring your books in early. Please remember to bring your ID Card and ID number with you.

Need to Change your Address or have your mail forwarded? Please click on the link above or visit the Mail Services Home Page.

Graduation

www.albany.edu/housing
SPRING 2021 MOVING & STORAGE DATES

DON'S MOVING & STORAGE
The only authorized moving and storage company allowed on campus.

TO STORE YOUR ITEMS OVER THE SUMMER CONTACT DON'S MOVING & STORAGE
(518) 462-0697
www.donsmovers.com
Glenn@donsmovers.com

SPRING 2021 PICKUPS

<table>
<thead>
<tr>
<th>WEDNESDAY, MAY 12</th>
<th>THURSDAY, MAY 13</th>
<th>FRIDAY, MAY 14</th>
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<tbody>
<tr>
<td>COLONIAL &amp; LIBERTY: 9AM - 11:30AM</td>
<td>INDIGENOUS &amp; STATE: 9AM - 11:30AM</td>
<td>INDIGENOUS &amp; FREEDOM: 9AM - 11:30AM</td>
</tr>
<tr>
<td>DUTCH: 1PM - 3:30PM</td>
<td>COLONIAL &amp; DUTCH: 1PM - 3:30PM</td>
<td>EMPIRE &amp; STATE: 1PM - 3:30PM</td>
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FALL 2021 DELIVERIES

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<tr>
<th>SATURDAY, AUGUST 21</th>
<th>SUNDAY, AUGUST 22</th>
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<tbody>
<tr>
<td>COLONIAL</td>
<td>DUTCH</td>
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Call directly to make alternative delivery arrangements!

MICROFRIDGE PICKUPS

MICROFRIDGE
Refrigerator Leasing Co., Inc.

CONTACT
(607) 431-9525
www.refrigeratorleasing.com
refrigeratorleasingcompany@yahoo.com

MICROFRIDGE PICKUPS WILL OCCUR AFTER STUDENTS HAVE LEFT CAMPUS

UNITS MUST BE LEFT IN YOUR ROOM EMPTIED, CLEANED AND UNPLUGGED

For more information visit albany.edu/uaas

www.albany.edu/housing