

Hello residents,

I hope your semester is going well and that you are preparing for a well-deserved spring break. Your residence hall remains open for the break.

If you leave, please complete the following tasks:

- Put the thermostat on HEAT at 68 degrees or lowest setting (if applicable)
- Take your UGACard (you will need this when you return)
- Take all trash to the dumpster
- Close and lock all windows and lower the blinds
- Remove all perishables from the refrigerator and the room
- Unplug everything except for your refrigerator
- Turn off all lights
- Lock your door(s)

I hope you have a wonderful and safe spring break. Do not hesitate to contact your community office should you have any questions or need additional information.

Sincerely,
Shari Crandall
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