

Hello residents.

Most residence halls close for winter break. Residents in these buildings must exit the building by noon Saturday Dec. 13, and may not return until the halls reopen Thursday, Jan. 8 at 2 p.m.

Visit the housing <u>BREAKS AND MOVE OUT</u> page for a list of halls that close and those that do not.

## If you leave, please complete the following tasks:

- Switch unit to heat/auto mode and set the temperature to 68 degrees.
- Pack all essential items (medication, passport, fish, electronics, chargers, etc.)
- Take your UGACard.
- Clean your space, including private and semiprivate bathrooms and kitchens.
- Remove all perishables from the refrigerator and the room.
- Take all trash and recycling to the outside dumpsters or trash compactors.
- Close and lock all windows and lower the blinds.
- Unplug everything except for your refrigerator.
- Turn off all lights
- Lock your door(s).

Prior to the break, staff will conduct a <u>HEALTH AND SAFETY CHECK</u>. Please ensure your room—including private bathrooms and kitchens—is clean before leaving for the break.

If you canceled your housing contract, are moving out, or do not intend to live on campus for the spring semester, please follow the steps listed on the BREAKS AND MOVE OUT page.

\*\*\*\*

I hope you have a wonderful break. Do not hesitate to contact your community office should you have any questions or concerns.

Sincerely,

Shari Crandall

Director of Residential Programs and Services

University Housing
University of Georgia
706-542-1421
housing@uga.edu