

Hello,

As you prepare for your time away from campus, we want you to be aware that long-term storage is available for you to use. Please do not store your belongings in your current housing location but instead follow the instructions below.

On Tuesday May 7 from 8-9pm; Thursday May 9 between 3:30-4:30 pm and Friday, May 10 between 11am-12 pm, you can access the long-term storage space in the basement of the Michigan apartment building. You may use any entrance in the Michigan apartment building to get to the basement, but the easiest is the entrance closest to Chase Street. Jason Cheng, the GRA living in Michigan-Crescent, will be available to assist you with placing items into this space. You may reach him at [jason.cheng@wheaton.edu](mailto:jason.cheng@wheaton.edu).

- These dates will be your only opportunity to store items on campus until you return for spring 2020. Please be aware that there will be a \$20 fine charged to your student account if you must store items other than during the posted times.
- If you have a conflict with the posted times ask a friend to store your items.
- You may store bikes in the MI basement on one of the bike racks. Please label the bike with your name, home address and FALL 2019, indicating the semester you will be away.
- HNGR STUDENTS – please contact the HNGR office or [alex.jones@wheaton.edu](mailto:alex.jones@wheaton.edu) with specific questions regarding access prior to your January 2020 retreat at Honey Rock.

**Please Note:**

- NO furniture may be stored
- Maximum of 4 boxes
- Clearly mark name and mailing address on boxes
- To protect from possible water damage, we strongly recommend that you use plastic containers for all boxes or at least the one on the bottom.

**You will not be able to get things out of storage until January 2020. If you have items that you will need prior to the start of school in January, do not store them here.**

Please feel free to contact the Residence Life Office at 630-752-5427 or [reslife@wheaton.edu](mailto:reslife@wheaton.edu) with any questions.