

# **Summer Storage Guidelines**

## **A p a r t m e n t s & H o u s e s**

**Wheaton College is not responsible for theft, loss, or damage of any items stored in campus housing storage areas.**  
**Also, all items must be removed from storage within the first two weeks of the fall semester.**  
**Unclaimed belongings will be sold, donated, or thrown out.**

### **Basic Information**

Allowable number of plastic tubs:	Depends on the size of your shared storage cage/space
Plastic tub size limit:	N/A
Plastic tub weight limit:	N/A
Bike storage?	YES, as long as it is in your storage cage/space
Garment bag storage?	YES, as long as it is in your storage cage/space. We suggest wrapping your garment bag in a plastic bag.
Personal furniture storage?	<b>No</b>
Storage hours:	Access at your own convenience

### **Specific Information**

#### **HOW:**

All belongings must be packed and labeled so that they could be shipped "as-is" to your home if you do not return to school. Therefore, all belongings must be:

- \* Packed in trunks or plastic tubs sturdy enough for shipping.
- \* Properly sealed with shipping tape. (**No duct tape**)
- \* Clearly labeled with your name and permanent mailing address on the top and all four sides, as well as date placed in storage

#### Other Storage guidelines:

- \* Do not pack liquids since they may explode and spill.
- \* Refrigerators should be completely defrosted, cleaned, dried, and stored in a box
- \* **Storage areas have been known to flood** over the summer, so we ask you to protect your belongings by storing them off the floor and in plastic tubs.
- \* Bikes and garment bags will not be shipped to you should you not return to school. You will need to make other arrangements to get those items.

#### **\*Furniture is not allowed to be stored.**

- \* **Only items belonging to you and your roommates can be stored over the summer. Please clear out your space of any items not belonging to you and do not store for others!**

#### **QUANTITY:**

Since storage is arranged by apartment or house, students must work with their roommates to ensure that everyone gets a fair amount of space in the storage cage.

#### **BIKE STORAGE:**

- **Bikes must be labeled with your name and parked in your storage cage or on a designated rack in the basement of your apartment complex.**

*All bikes left on the racks outside after everyone leaves will also be confiscated.*