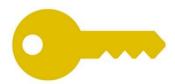
## May Move-Out 2025

## **Move-Out Deadlines:**

Standard Move-Out: 12:00 pm, Wednesday, May 14 Graduating Residents Only: 12:00 pm, Tuesday, May 20







□ Read and review the Move-Out Guide.
□ Change your mailing addresses so packages are not sent during summer.
□ Plan for Summer Storage (recommended: thecollegebutler.com/upenn).
□ Sign-Up for a time with your House Manager to check the room.
□ Remove all personal items from the bedroom and house.
□ Label all approved furniture in the bedroom staying for the next resident.
□ Make sure the bedroom is clean and the floor is swept.
□ Remove all trash using outside dumpsters. For large items unsafe to move: bring to 1st floor safe area, attach "Trash" label, & submit a work order.
□ Check that your bedroom key works and can lock the door.
□ Submit electronic work orders for facility issues & missing/not-working key.
□ Lock the bedroom door and secure all windows.
□ Key Return: place in envelope & give to House Manager by move-out

deadline. If HM is unavailable, bring key to 4043 Walnut (Campus Apts.).

## **CONGRATS TO THOSE GRADUATING!**





HAVE A GREAT SUMMER, EVERYONE!