
RESIDENCE LIFE STORAGE POLICY & PROCEDURE

Campus Summer Storage is available to:

- **Students who are from 300+ miles away from campus and will be living on campus in the fall**

Storage is subject to available space. We ask these students to limit their storage so that as many eligible individuals as possible may use this service. If you live within 300 miles of campus, please take your belongings home with you or store them elsewhere.

Students who are moving off-campus must find storage off-campus. We do not have the space to accommodate those who will not be in campus housing next year.

Each student who qualifies for summer storage is allowed:

- A maximum of **5 boxes** (clearly marked), each measuring a maximum of **2 feet by 2 feet**.
- All stored belongings are to be in boxes or suitcases. The AC must approve any items that cannot be boxed or put in suitcases.
- Bikes, floor coverings, cinder blocks, and furniture are **not permitted** in the storage rooms at any time. (Bikes may be stored in Coffin bike storage only).

Eligible students may store items Monday – Friday of finals week, from 8-10pm:

Bring your boxes to the designated lobby (see below); please note storage locations are based on where you will be living in the fall. *Before unloading your items, please check with a res life staff member in the lobby to ensure there is space in that location.*

- A res life staff member will give you campus storage labels to fill out and affix to each of your boxes with your name, home address, and date of graduation.
- You will place your items in storage. You can pick them up when you return in the fall.

NEXT YEAR I'm living in:	I can store my items in:
RAE: Brandt, Lewis, Wilder	Brandt
HAN: LeShana, Newlin, Villa, Fulton St, Campbell, Schomburg, Nash	LeShana
HAW: Weesner Village, Winters, Woolman, Chapman, Hancock, Riley, Hoskins, Anderson, Armstrong, McGrew, Hiebert (formerly Gulley), Parker, Weesner House, Fell, Millage, Hodgins	Pennington and Suites
EDG: Edwards, Gulley (formerly Coffin)	Gulley (formerly Coffin)
HMS: Hobson, Macy, Sutton	HMS
PCWB: Pennington, Carey, Willcuts, Beebe	Pennington and Suites

Please note:

- Storage items will be donated to Goodwill one semester following a student's graduation or withdrawal from George Fox, or if they are left in storage for more than one academic year.
- Students store their belongings at their own risk. George Fox University is not responsible for any items that are damaged, lost or stolen.