Wondering what to do with your stuff over the summer?

*Please read carefully. It will help you avoid fines and anguish.*

The main storage headline is Stiles is bringing back summer box storage, but there are limits to what and how much you can store in Stiles (see below), so many of you will still need to take things home, ship things home, or store things outside of Stiles.

**Please see the attached list of off-campus storage options** compiled by the Council of the Heads of College: Summer_Storage_Vendor_Options_Spring_2020_Finaldoc.doc. Please share with friends!

**Information on shipping items via UPS is not yet available (as of 3/6/20). We are hoping to have that information from the relevant offices in the near future.**

You are strongly urged to take valuable items home. The University has no insurance for theft, loss, fire, flood, or any other imaginable or unimaginable loss or damage to items stored in the college. **You are responsible for acquiring your own insurance if you want it.** The University/college does not accept responsibility for broken, damaged or lost items. Yale Summer Session and other programs use Stiles suites throughout the summer. To make it perfectly clear: You won’t be reimbursed if something happens to items left in the college this summer.

You must remove all personal belongings from your room, with ONLY the following allowable items, properly tagged (as described below), as exceptions - all items must be stored in your 2020-21 room unless a senior is currently living there:

- One sofa per suite
- One chair per student
- One free-standing bookcase per student (no cinder block constructions, no plastic cubes or other substitutions)
- One standing lamp per student

**Refrigerators** may not be stored in student rooms nor in college storage spaces.

**You must identify each item left in your room with a tag obtained from the Head of College Office, and you must securely attach and label each tag with your name and room number.** Untagged and unallowable furniture, rugs, pictures, or other possessions left in rooms will be removed/discarded and you will be charged for the expense of the
removal.

**Note: this will be the last year outside furniture will be allowed to be stored in the college as the university will be placing common room furniture in Stiles during the summer of 2021. Please plan accordingly.**

2020 STILES BOX STORAGE

SCHEDULE & INSTRUCTIONS

For Entry Z Storage areas: Room L42 and L43

Ezra Stiles offers storage space in the college to its students per the following guidelines:

- ALL students (Lawrance & Ezra Stiles) must move your belongings to storage spaces in the College before noon Thursday, May 7th. This includes all students authorized for post-term housing. You will be permitted to store the amount of allowable furniture (see below), properly tagged, in your 2020-21 room in Ezra Stiles (unless there's a senior living there).

- You may store three boxes size 18 x 14 x 12 (standard book box). UPS sells boxes that size for $5 per box. We will not accept any larger boxes. Only boxed items will be stored; no loose items, over-sized items, plastic bins, or furniture will be allowed. Each box must be labeled on the sides in bold black lettering with your name and room number. Markers will be available during storage hours to do this.

- All residential colleges are required to charge students $10 per box stored. Stiles does not sell boxes. Rather, we charge you the difference between $10 and the amount of the box you purchase yourself. You will need to pay the storage fee at the Head of College Office or at the designated storage area table near Entry Z before you store your boxes.

- The University/college does not accept responsibility for broken, damaged or lost items. Yale Summer Session and other programs use Stiles suites throughout the summer. To make it perfectly clear: You won’t be reimbursed if something happens to items left in the college this summer.

- You are strongly urged to take valuable items home. Again: The University has no insurance for theft, loss, fire, flood, or any other imaginable or unimagинаble loss or
damage to items stored in the college. **You are responsible for acquiring your own insurance if you want it.**

Stiles Aides will be stationed at a table inside or outside Entry Z (near back gate of HP’s House) during the storage hours listed below. Bring your boxes to the table and check in with the Aide on duty so that you can pay for the boxes (cash, credit, or debit) and so they may log your boxes. They will open the room for you, stay until you are finished, and then re-lock the room. Aides **will not** physically move boxes for you and you must put your things where the Aide tells you to put them as we must use the space efficiently. **If you leave your boxes in hallways, or outside the storage areas during non-storage hours, you will be charged for their removal.**

**PLAN AHEAD!!**

If your last exam is in the afternoon and you’re going home that evening, you will need to store your items before the exam. *The last time listed is when the rooms are locked for the day so come no later than 15 minutes before closing time.* Storage is not available after these dates, no exceptions.

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Apr 29 Wednesday</td>
<td>by arrangement only, see an Aide in the office</td>
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<tr>
<td>Apr 30 Thursday</td>
<td>by arrangement only, see an Aide in the office</td>
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<tr>
<td>May 1 Friday</td>
<td>by arrangement only, see an Aide in the office</td>
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<tr>
<td>May 2 Saturday</td>
<td>9:00-12:00 2:00-5:00</td>
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<tr>
<td>May 3 Sunday</td>
<td>9:00-12:00 2:00-5:00</td>
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<tr>
<td>May 4 Monday</td>
<td>9:00-12:00 2:00-5:00</td>
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<tr>
<td>May 5 Tuesday</td>
<td>9:00-12:00 2:00-5:00</td>
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<tr>
<td>May 6 Wednesday</td>
<td>9:00-12:00 2:00-5:00</td>
</tr>
<tr>
<td>May 7 Thursday</td>
<td>9:00-11:30</td>
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**Leave of Absence and Term Abroad**

You will be allowed to store either three standard book boxes as per regular summer storage OR two boxes, no larger than 24x18x18, in the college’s long-term storage area; no furniture or other items allowed. **Contact the Head of College Office to find out**
where this is and to make arrangements for using it. Only boxed items will be stored; no loose items, over-sized items, plastic bins nor furniture will be allowed. Each box must be labeled on the sides in bold black lettering with your name and room number.

**Have a bicycle?**

-- Take your bicycle home if possible as we have no secure area for storage over the summer.

-- There is limited bike storage on the racks in the basement, but if you store there you must label your bike using a furniture tag (available in the HoC office) and lock it. It can't be touching the ground AND it won't be secure so you'd store at your own risk.

-- **Bikes left in the courtyard will be removed/discarded** as we can't have bicycles in the courtyard during Commencement and there needs to be room for Yale Summer Session students on the bike racks.

*** PLEASE REMEMBER***

The University assumes no liability whatsoever for items stolen from or damaged in student rooms or storage areas. ABSOLUTELY NO access to storage areas is possible until the college officially reopens on Wednesday, August 26th.