

Thank you Auggies,

Your safety and the well-being of the entire campus community continue to be our top priority.

If you have any questions, please text us at 612-217-1922 or call 612-330-1526.

To Move Out:

- 1) Connect with your roommate(s) to coordinate your move out plans to best follow social distancing guidelines. We recommend that you allow for a minimum of 3 days apart between each move out. Minnesota Department Health states that the virus remains active for 72 hours.
- 2) Please schedule a block of time to move out via the building link
 - a) If you're not able to find a time, please reach out to rlifecheckout@augsborg.edu
- 3) Move your belongings out of your room, wipe down your personal spaces prior to leaving, and lock the unit.
 - a) Consider efficient moving practices.
 - i) Techniques for success
 - (1) Pack up your personal items in your room
 - (2) Move boxes and items into the hallway.
 - (3) Move boxes and items to the elevators or stairwell.
 - (4) Make focused trips between elevators to the outside doors of the hall.
 - b) Follow social distancing guidelines and keep 6 feet between you and others.
 - c) Carts will not be available given safety protocols in place.
 - d) ***Sidewalks cannot be used for vehicles during the checkout process.***
- 4) Completing your check out:
 - a) Drop off your keys - Use the express vacate envelopes on the Residence Life desk. Fill out the envelope, enclose your key, and slide it into the gold mail slot of the main Residence Life door in the Urness/Mortensen lobby.
 - i) Required envelope information (if bringing your own)
 - (1) Name, Hall, Room number
 - (2) Date of move out
 - b) **IMPORTANT:** Inform us that you have successfully moved out and returned your key by sending a text message to **612-217-1922 (Residence Life's text message number)**.

Sending you peace and care as our residential community continues virtually,

Amanda Erdman