

End of Year Tips for Those Currently Living Off Campus

Mail Delivery: Contact the US Post Office at <https://www.usps.com/> before you leave town. Click on “Quick Tools” for instructions on how to change your address, etc.

Personal belongings: Take everything home with you if you are not returning to your rented apartment, house, etc. If you leave something behind, it may be gone forever.

- Just leaving for the summer and living in the same place when you return? Talk to your landlord, see if it is possible to store some things over the summer. Or consider renting a personal storage unit in Cortland.
 - Do take home any valuables – computers, jewelry, credit cards, car keys, electronics, banking information, etc. Why? Student housing can be targeted for robberies over school breaks.

Empty out (and clean) the refrigerator and all kitchen cabinets.

- Consider donating unopened non-perishable food to the SUNY Cortland Cupboard, Cortland’s Loaves and Fishes, CAPCO and/or Catholic Charities.
- Throw out any other food that you don’t plan to take home with you.
- Leave the refrigerator open once empty and clean so that it can “breathe,” doesn’t grow mold and you don’t get charged a damage/excess cleaning fee. Unplug the fridge when doing this so you don’t burn out the motor, don’t get a monster electric bill.

Reasonably clean your apartment/house before you leave. You don’t want to give your landlord any reason not to return any deposit you may have paid.

- Consider taking photos and/or a video before you leave.

Take out your trash and recycling before leaving. If you have any bottles/cans with a 5-cent deposit, return them and get some money back.

Tell your landlord when you plan to leave and ask them what they want you to do with the key(s) to the unit. Follow their instructions.

- Make sure to close and lock all doors and windows as you leave.

Work things out so that you no longer get billed for heat, electricity, cable, internet, etc. once you have vacated the property.

- If bills come in your name, contact the company directly.
- If bills come from your landlord, work it out directly with them.

Have a pet living with you? Please take it home. If that’s not possible, contact the local SPCA (almost any animal) or CNY Snap (primarily cats) to see if they can find it a new home.

Follow whatever COVID-19 protocols may be in place and appropriate when you leave. Stagger your packing up and moving out so that it is not the same as everyone else with whom you live.

Best wishes as you take finals and wrap up another semester.

Safe travels and congratulations to those who are graduating!