



University Life Division
Office of Fraternity and Sorority Affairs

TO: UNIVERSITY CHAPTER HOUSE RESIDENTS
FROM: BETH SCHNITMAN-MALM, ASSOC. DIR. – Chapter House Admin & Finance
RE: MOVE OUT DATES FOR MAY, 2012 -NO SUMMER STORAGE
DATE: FALL, 2011

There is maintenance and repair work that must be done in each house during the summer months when there are fewer people in a chapter house or the house is closed. This helps us to do our best to make sure that the houses are ready for students to move in for the start of the next academic year each September.

One of the problems we have experienced is properties being “trashed” after final examinations are completed. Presumably, undergraduate residents are packing to leave for the summer and seniors are still here for Commencement and related graduation events. There has been increased vandalism to bedroom doors, windows, furniture, in addition to a general lack of disposal of trash by the residents as they prepare to move out. This results in increased cost to chapter operating budgets and less money for other repairs or improvements.

Undergraduates are required to move out of their chapter houses no later than 12 noon on the day after completion of their spring semester final examinations and no later than Wednesday, May 9th 2012 at 12noon (the last final exam period is on Tuesday, May 8th). Graduating seniors will be expected to move out of the chapter house by 5 p.m. on Commencement Day, Monday May 14th 2012 and no later than 12 noon on Tuesday, May 15th 2012. This is outlined in the Occupancy Agreement each individual signed in preparation to live in the house this coming year, which also clearly states the term of occupancy for the Fall and Spring Semesters. This is also consistent with the policy for the College Houses and is communicated numerous times during the school year. It is important that we adhere to this schedule, given the need to prepare for summer school occupancy in some houses, and other houses being closed this summer for renovations.

PLEASE NOTE: THERE IS NO SUMMER STORAGE ALLOWED. ANY PERSONAL BELONGINGS THAT STUDENTS LEAVE IN THE CHAPTER HOUSE WILL BE DISCARDED OR DONATED TO COMMUNITY CHARITIES. Please make arrangements accordingly. The Occupancy Agreement you signed indicates that: *Section IX 1. "The University and the Fraternity shall not be liable for any damage or loss of personal property in the room(s) or storage areas assigned to the student or any other person."*

Your cooperation and attention to these move out procedures is appreciated. If you have any questions, please feel free to contact me at OFSA at 215-898-5263. Thank you!

3933 Walnut Street Philadelphia, PA 19104-6136
Tel 215.898.5263 Fax 215.573.2406 ofsa@pobox.upenn.edu www.vpul.upenn.edu/ofsa