**![C:\Users\Laken\AppData\Local\Microsoft\Windows\INetCache\IE\E9PSQ2DY\snowmen-playing-snow[1].gif]()**

* All residence halls will be closing **on Thursday, 12/15 at 10am**
* SIGN OUT ON MY DOOR, there will be a $50 charge for those who fail to do so
* You must be out of your room 24 hours after your last final, so make plans accordingly
* All fridges must be defrosted prior to break and please place a towel underneath to prevent leakage onto the floor
* Set thermostat to 55
* Make sure ALL lights are off
* Unplug ALL things that are plugged into the wall
* Empty all trash from your room

Hi, everyone! Christmas break is coming up and there are a few things to remember before you head home. Below, I have listed a few reminders to go by as you are packing up your belongings and leaving.

**Winter Break Closing Procedures**