SPRING BREAK begins at 11 a.m. Saturday, March 16 and continues through 2 p.m. Sunday, March 24.

YOU WILL BE HELD RESPONSIBLE FOR UNDERSTANDING AND FOLLOWING THESE INSTRUCTIONS.

If you are leaving for all or part of spring break do the following:

- Close and lock all windows and doors.
- Close and lower blinds 3/4 way down.
- Remove all perishable items to the dumpster.
- Unplug electrical devices, except refrigerators.
- Cars remaining on campus must be parked in Lot M1, O2, S2, X, Y4, ZZ North/South.
- Take your keys with you; do not expect staff to key you in to your room when you return.

If you are staying in your room for all or part of the recess, please register via [http://reslife.binghamton.edu/break](http://reslife.binghamton.edu/break) no later than noon on Thursday, March 14. It is very important that you register if you are staying in your room so we know who is here in case of an emergency.

Please note the Area Office will be open 8 a.m. – 4 p.m. on weekdays during the break. The office is closed for lunch from noon – 12:30 p.m. Also note that there are no RAs available or on duty during the break. Be mindful of the following numbers in case of emergency:

- Break Duty Phone  607-759-4755
- Emergency Maintenance Customer Service  x 7-2341
- University Police  x 911 (emergency – use a campus phone only)
  x 777-2393 (non-emergency or cell phone use)

If you cannot reach the staff member on duty, please call University Police who will contact them.

Please be aware that staff coverage during the break is limited. IF YOU ARE LOCKED OUT OF YOUR ROOM/APARTMENT, THE RESPONSE TIME TO KEY YOU IN COULD BE LENGTHY. MAKE EVERY EFFORT TO KEEP YOUR KEYS WITH YOU AT ALL TIMES!

During this break housing period the University Housing License and the Rules of Student Conduct are still in effect. Break housing is a privilege and you are expected to conduct yourself in a manner appropriate to a community living environment. Any alleged violations will result in immediate removal from break housing pending any student conduct or administrative follow-up action.

HAVE A HAPPY AND SAFE BREAK!