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Student  
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OFFICE:  
324 Illini Union  
North



## *Tips for* **WINTER BREAK**

**BEFORE you leave for a hard-earned winter break, PLEASE:**

**Keep the heat on in your apartment!** Turning it off or down too low can lead to frozen pipes and major destruction. Check your lease for what temperature to maintain and leave the thermostat at least 2 degrees higher. Tenants in past years have been billed as much as \$14,000 for frozen pipes and resulting damage!

**Lock all doors and windows.** A common means of breaking into apartments is the use of the pass key, but locked doors keep some honest.

**Make sure you have renter's insurance.** Winter break is a prime time for burglars. If you can't afford insurance, take your valuables with you!

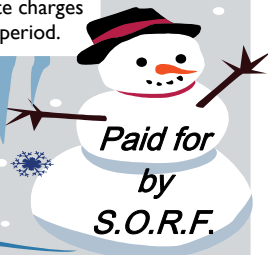
**Inventory your personal items which have a quick sale value.** Keep a written list of serial numbers of TVs, stereos, CD player, etc. If a theft takes place, this information can help police investigate. Brand your CDs!

**Don't leave your car parked on the street while you're on break.** Streets are routinely plowed/cleaned during break. Your car will be towed/ticketed and unavailable when you return to campus. Expect a minimum charge of \$100 to rescue your vehicle.

**Check your lease/Pay January rent before you leave.** If you plan to return after January 1<sup>st</sup> (classes begin January 20) you may accumulate twenty days of late charges unless you prepay January rent or your lease provides for a very long free grace period.



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by  
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Regular Office hours:  
M-F, 8:30 a.m.-Noon,  
1:00 to 4:30 p.m.

**WE WILL BE CLOSING**  
at 3:00 pm Tuesday, 12/23/08,  
Re-opening 8:30am on 1/12/09

324 Illini Union (North)  
1401 W Green St.

