In this issue, you’ll get information on summer library hours, safety over the summer and more. Scroll down for details.

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### Nuts & Bolts

**Empty Space In Your Apartment?**
Please welcome the new residents who are still moving in for the summer. If there is an empty space in your apartment, please don’t spread your belongings out. Remember to leave space for new residents in the bedroom, closet, kitchen and bathroom.

**Cleaning Carpets And Apartments**
- Carpet cleaning will take place in Housing through June 15 (new date) from 9 a.m. to 5 p.m. Be careful, don’t step over any hoses. There will be loud noises during this time.
- The cleaning company will be entering apartments through June 14 to clean apartments from 9 a.m. to 5 p.m.

**Keys**
If you misplace or lose your keys, you must report it to the Housing Office immediately. In addition, never lend your apartment or bedroom key to anyone (including your roommates and housemates) under any circumstances. It is a policy violation to do so.
Need A Repair?
Keep your apartment in good condition! Help prevent minor issues from becoming larger ones. If there's something in your apartment that needs maintenance, please put in a work order. Watch this video for instructions on How to Submit a Work Order.

Summer Mail Room Hours
The Mail Room has the following hours for the summer:

- Monday–Friday, 9 a.m.–5 p.m.
- Closed Saturdays

Community Center and Dining Commons Closed For The Summer
The Community Center will be closed this summer from May 18–August 19. For assistance during business hours M–F, 9 a.m.–5 p.m., go to the Housing Office. After hours or on weekends, call the On-Duty Staff at 323-343-4807.

The Dining Commons is closed this summer and will reopen on the first day of fall classes with breakfast.

Summer Parking Permits
Summer residential parking permits are now available for purchase in person at the Parking and Transportation Center.

- $166.20 for the 10 week parking permit (expires August 19, 2019)
- $80.10 for the 5 week parking permit (expires July 1, 2019)

Visit the Parking and Transportation online webpage if you have any questions.

Community Safety Over The Summer
With fewer residents on campus, keep in mind the following safety tips to prevent theft and keep yourself safe:

- Make sure the door to your apartment is locked at all times.
- Keep your windows and patio door closed and locked, especially if you are on the first floor, even when you are home.
- Don’t let anyone into your apartment who you don’t know. If a person comes over to visit a housemate, your housemate should be home to let them in.
- Keep your keys on you at all times. If you lose your keys, report it immediately to the Office of Housing and Residence Life in order to have the lock changed.
- Be smart with your car. Always keep it locked. If you don’t drive it every day, check on it periodically and move it occasionally so it does not appear abandoned.
- Always walk with others. At night, when on campus, call the campus escort at 323-343-3700.
- Add emergency numbers to your cell phone: Campus Police (323) 343-3700 and the Summer Community Assistant on Duty (323) 343-4807. Remember, 9-1-1 connects you to the
Highway Patrol. Use this if you are away from campus. If you are on or near campus, use the number for Campus Police for faster response.

- Put your credit-card companies’ phone numbers in your cell phone. If your wallet is stolen, you’ll need the numbers to cancel your credit cards.

**Summer Library Hours**

Need to study or use the library services, check out the [summer library hours](#).

**Want To Live On Campus Next Year? It's Not Too Late, Apply Now!**

Missed the deadline to apply to live on campus? Don’t worry, you can still apply! You will be placed on the waitlist. Apply now by submitting the 2019–2020 License Agreement online, $340 payment and a new Tuberculosis Screening Questionnaire Form. The application is available on the [Housing Portal](#). The sooner you apply, the earlier your position will be on the waitlist.

**Money Matters**

**Save the Date: July 9, 2019**

Returning for Fall 2019? Housing Payment will be due July 9 for Semester and Installment payment methods. If you anticipate to apply a portion of your Academic Year 2019-2020 accepted financial aid award toward your housing for Fall 2019, then you must submit your accepted award summary between June 17 and July 3. Submit your accepted award summary via email to [Askhousing@calstatela.edu](mailto:Askhousing@calstatela.edu) and ensure you include your name and CIN. In addition, verify that you have completed all necessary requirements with Financial Aid to avoid any delays with your disbursement come August 9. Don’t wait until the end!

Questions? Contact us at [askhousing@calstatela.edu](mailto:askhousing@calstatela.edu).

Remember to add askhousing@calstatela.edu to your address book so that our emails don’t end up in your junk or spam folder.

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*(This is a University Housing-wide email. Please do not reply.*)