

# MOVE-OUT MEMO 2019

## MORE-EVO

Your lease expires on April 30th, 2019 at midnight.

IF YOU HAVE AN EXAM ON APRIL 30TH, YOU MAY EXTEND YOUR  
MOVE OUT UNTIL MAY 1ST, 2019 AT 10am.

Please inform the front desk and present proof of enrollment in the class  
with the April 30th exam.



### EXTENDED & LONG TERM STAYS

To extend your stay for a couple of days please contact  
Stephanie Lee: [stephanie.lee@evoresidences.com](mailto:stephanie.lee@evoresidences.com)

You may visit her in the administrative office Monday -  
Friday 9am-5pm to make arrangements.

- The nightly fee is \$65 for a shared room and \$85 for a single room.



### VACATING YOUR ROOM

Please leave your room as you found it, clean and free  
of debris. Extra cleaning charges will apply to any room  
with garbage or items remaining in it.

Ensure that you:

- Clean your bathroom (applicable to NRH, CS and LC and some RVC rooms only), including the bathtub, toilet, sink, counter, tiles, mirrors, walls, floor, etc.
- Remove any tape, "fun tac", hooks from walls, windows and doors, including any bottle caps stuck to the ceiling/walls.
- Empty all drawers, cupboards, shelves, bedside tables, closets, armoires, etc.
- Remove all garbage and recycling items from your room.
- Remove all graffiti, whiteboards, pictures etc. from your walls and room door (inside and out).
- Keep the hall corridors clear.
- Any resident (or their belongings) found in the residence halls after having returned their keys, will be treated as a resident extending their stay and will be charged the nightly fee until they and their belongings have vacated. The corridors or other public areas of the residences may NOT be used for storing your belongings.
- Close the windows and draw the curtains.
- Empty fridge.



### RETURN KEYS & CARDS

Please return the room key (FOB) and mailbox key to the  
front desk upon leaving.



### ROOM INSPECTIONS

A room inspection will be conducted after you move  
out. We will be verifying if the following items are not  
damaged and intact:

- |  |  |
|--|--|
| <input type="checkbox"/> 2 chairs        | <input type="checkbox"/> Bed divider     |
| <input type="checkbox"/> 1 fold up table | <input type="checkbox"/> 2 storage units |
| <input type="checkbox"/> 2 armoires      | <input type="checkbox"/> 2 Mattresses    |
| <input type="checkbox"/> 1 Fridge        | <input type="checkbox"/> Walls           |
| <input type="checkbox"/> 2 Head board    |  |



### MAIL

Check with the front desk for any packages and empty  
your mailbox if applicable.



### CLOTHING & FOOD COLLECTION

Collection boxes for non-profit organization *Renaissance*  
will be in the lobby. They accept gently used  
clothing and household accessories.

### WANT TO LIVE IN RESIDENCE NEXT YEAR?

McGill has options for you! You may continue living in  
your current residence or if you are interested in a more  
independent lifestyle opt to live in the McGill apart-  
ments.

Call 514-398-6368 for more information or visit:  
[www.mcgill.ca/students/housing/fees-applying](http://www.mcgill.ca/students/housing/fees-applying)



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