

End of Year Tips for Those Currently Living Off Campus

Mail Delivery: Contact the US Post Office at <https://www.usps.com/> before you leave town. Click on “Quick Tools” for instructions on how to change your address, etc.

Personal belongings: Take everything home with you.

- Don't want to take something home? Consider dropping it off at [Cortland ReUse](#)
 - Your gently used furniture, appliances, etc. may be useful to someone else
 - Clothing not accepted here; Salvation Army is viable option (138 Main St.)
 - Cortland ReUse is located at 245 McLean Road; Afternoon drop-offs preferred
 - Hours: Tuesday – Saturday 10 am to 6 pm; Sundays from 11 am to 2 pm

Empty out (and clean) the refrigerator and all kitchen cabinets.

- Consider donating unopened non-perishable food to the [SUNY Cortland Cupboard](#), [Cortland Loaves and Fishes](#), [CAPCO](#) and/or [Catholic Charities](#).
- Throw out any other food that you don't plan to take home with you.
- Leave the refrigerator open once empty and clean so that it can “breathe,” doesn't grow mold and you don't get charged a damage/excess cleaning fee. Unplug the fridge when doing this so you don't burn out the motor, don't get a monster electric bill.

Reasonably clean your apartment/house before you leave. You don't want to give your landlord any reason not to return any deposit you may have paid.

- Consider taking photos and/or a video before you leave.

Take out trash and recycling before leaving. If you have any bottles/cans with a 5-cent deposit, return them and get some money back.

Ask landlord what to do with the key(s) when you leave. Tell them when you plan to leave. Make sure to close and lock all doors and windows before you go.

Take steps so that you don't get billed for heat, electricity, cable, internet, etc. once you have vacated the property.

- If bills come in your name, contact the company directly.
- If bills come from your landlord, work it out directly with them.

Pet living with you? Please take it home. If that's not possible, contact the local [SPCA](#) (almost any animal) or [CNY Snap](#) (primarily cats) to see if they can find it a new home.

Best wishes as you take finals and wrap up another semester.

Congratulations to those who are graduating!