

Dear South Campus Commons resident:

We are writing with important information about move-out for those of you who still have belongings at South Campus Commons. First, we want to thank all of you for your patience, understanding, and flexibility. We also hope you are well. We appreciate you taking the time to read through the following information.

At this time, we have decided to begin the process of proceeding with move-out. As many students return to campus over a three-week time period to retrieve belongings and check-out, taking necessary social distancing precautions is an important priority for all of us.

To do this as safely as possible, we are instituting a move-out procedure that will limit the number of people that can be in an apartment at one time. **Move-out will take place between Saturday, May 23 through Sunday, June 7 and by appointment only.**

You have three options for completing move-out:

1. Complete your move-out yourself by scheduling an appointment between May 23 and June 7.  
[Click Here for more information Option 1 and to schedule your appointment](#)
2. Authorize a friend or family member (proxy) to retrieve your belongings on your behalf between May 23 and June 7.  
[Click Here for more information Option 2 and to schedule your appointment](#)
3. Contract (at your expense) with an authorized company to pack and ship your belongings to you. This option will take place between Monday, June 8 and Monday, June 15.  
[Click Here for more information Option 3, scheduling, and a list of authorized moving companies](#)

Please note:

- We expect a high volume of initial web traffic to our portal. We ask for your patience. If you can't access the scheduling site immediately, please wait a few minutes and try again.
- Be sure to review the details and move-out checklist information on our [website](#) so you can be prepared for your scheduled move out appointment.
- During your scheduled move-out appointment, please be sure:
  - To wear a face mask or other face covering throughout the move-out process.
  - Have your apartment keys and swipe card with you.
  - Bring all the materials you need (suitcases, boxes, hand sanitizer, disinfecting wipes, face mask or other face covering, etc)
  - If using elevators, we ask that families practice social distancing by restricting to one family per elevator at a time.

If you have any questions or if we can be of any assistance to you, please contact us via email at [southcampuscommons@cocm.com](mailto:southcampuscommons@cocm.com)

The South Campus Commons Management Team