

# APARTMENT 101



## CLEANING

*Living in an apartment with multiple roommates can create messes more frequently than living in other housing types. Cleaning bathrooms, kitchens and other common areas on a regular basis is important to avoid bugs and other pests as well as to have a clean and safe living environment. A recommendation is to create a cleaning schedule and chart for your apartment so cleaning gets completed and all roommates help out.*

## TRASH & RECYCLING

*With kitchens and cooking for yourself comes more trash and recycling. You should bring a trash can for your kitchen and trash bags. You should plan on bringing your trash to the dumpsters in your area at least once a week, if not more frequently. Your area might have recycling for cardboard/paper, glass and aluminum, so investigate that upon move-in.*



## SHARED RESPONSIBILITY

*Since you are sharing a space with others, you and your roommates share the responsibility of the condition and upkeep of the apartment. If a damage to the apartment occurs, unless someone takes direct responsibility for the damage, the cost to repair the damage will be pro-rated to all the residents living in the apartment.*



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## SAFETY & SECURITY

*Here are some important reminders on how to protect yourself, your belongings and others.*

- 1) Always lock your apartment doors and windows. Keep all exterior doors locked.*
- 2) Get to know your roommates and neighbors. This will help you identify who may be a stranger and who is part of the community.*
- 3) Don't become a victim of convenience. Close your blinds & don't give your keys to someone else. If you lose your key, tell your Pro Staff member ASAP.*
- 4) Call Public Safety at 618-537-6911 if you need assistance or want to report suspicious behavior.*

## RENTER'S INSURANCE

*McKendree University is not liable for lost, stolen or damaged property. Make sure you have insurance to cover your belongings. Work with your family to get appropriate coverage and/or consider using a speciality insurance company like [NSSI](#). Consider getting a personal safe for any important documents.*



## INCLEMENT WEATHER

*Here are some tips regarding bad weather:*

- Tornados: seek shelter in the lowest level staircase or 1st floor apartments*
- Heavy rain: report any leaks or water damage to your RA or Pro Staff member*
- Fire: evacuate your apartment building and report to the fire meeting location*
- Power outage: keep your fridge/freezer closed to keep your food cold. Have a flashlight in case.*

