

Dear Everyone,

Before 4pm on Friday, March 21, new vacation cores will be put in on all the outside doors to Pierpont. If you will not be leaving to go home or away for vacation until after 4pm, please come and see me (Charlotte - Head of Residence). We will try to leave the front door open, the one facing north, until Saturday afternoon. People who intend to stay for the vacation, and have left their names with me, can sign up for vacation keys beginning Thursday night around 7:30 pm. Also those who are staying please sign up for one night of security. Security will entail checking to see if all outside doors are locked, or being on duty for emergencies one night, or sitting in the lobby from 11 - 2 am.

The dorm will reopen on Saturday, March 28. Here are a few things that must be done before leaving for vacation.

1. Please take things of value home with you.
2. Unplug your refrigerators. Clean out foods, and defrost the freezer. Leave the refrigerator door open.
3. Make sure all plants and animals have proper care and attention.
4. Unplug lights.
5. Lock your doors and windows.
6. Empty the trash.

In general just leave things so we won't have any fires or other disasters during vacation. So the important dates to remember are MARCH 21 by 4:00 pm for closing and MARCH 29, Saturday for returning. If you need any more information come and see me or if you want to call any time during vacation my number is 546-4572.

Have a restful, peaceful and relaxing vacation. By the time you return spring should really be on its way.

Love Charlotte.