Welcome to Phillipps Hall

Welcome to your new home! Phillipps is more than just a place you live. Phillipps is a community where you can grow in your understanding of who you are in Christ alongside your fellow brothers and sisters in Christ. We hope that you will be committed to making this the best experience for you and those around you.

The following information may be helpful to you in setting up and decorating your room. If you have any questions, please feel free to ask your Resident Director (PH 110 x4168) or your Resident Advisor. We are glad you are here and hope you have a great year!

What furniture does my room & suite contain?

<table>
<thead>
<tr>
<th>Room</th>
<th>Suite (may vary based on size of suite)</th>
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</thead>
<tbody>
<tr>
<td>2 bed frames with long twin-sized mattresses</td>
<td>1 couch</td>
</tr>
<tr>
<td>2 dressers</td>
<td>1 upholstered chair (6 and 8 person only)</td>
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<tr>
<td>closet space</td>
<td>1 end table</td>
</tr>
<tr>
<td>window blinds</td>
<td>1 coffee table (6 and 8 person only)</td>
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<tr>
<td></td>
<td>2 desks and 2 chairs</td>
</tr>
<tr>
<td></td>
<td>2 desks and 2 chairs</td>
</tr>
<tr>
<td></td>
<td>voicemail (phone, ethernet and antenna jacks)</td>
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<td></td>
<td>garbage can (you’ll need to purchase bags)</td>
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</tbody>
</table>

Furniture provided by the University CANNOT be removed from the room/suite or exchanged with furniture from other rooms, suites, or lounges.

Disallowed items:
The following items are not allowed in your room/suite:
- No couches or reclining chairs are allowed without approval from the RD
- Cinder blocks or bricks
- Space heaters
- Toasters/toaster ovens
- Halogen lamps
- Hot plates
- Firearms, fireworks, or explosives,
  or any sort of weapon
- Loft Kits or risers
- Oil popcorn poppers
- Electric skillets/George Forman Grills
- Burnt candles or candle warmers
- Live Christmas greenery
- Video games, TV, or movies with ratings of Adult Only, R, TVMA or higher

Allowed items:
The following items are allowed in your room/suite:
- coffee maker
- hot pot water heater
- bread maker
- small microwave (1 per 2 people)
- air popcorn poppers
- sandwich makers
- desk lamp (no halogen lamps)
- refrigerator (1 per 2 people; under five cubic feet in capacity)

Can I decorate my room?
Absolutely! You are allowed to rearrange your room and suite (no lofting of beds) and to decorate to reflect your personality! Be sure to talk with your roommate/suitemates to come up with a decorating plan. Also—please read the following guidelines for hanging items/decorating your dorm room:

**DO NOT USE: NAILS, TACKS, TAPE, 3M, or SCREWS**
Use sticky tack to hang decorations/posters
Use supplied cork strips for hanging heavier items with tacks.

All in-room furniture is stackable with the exception of stacking beds on top of desk/dressers/shelves.

**DO NOT put the bed spring on the top notch.** The frames crack easily and injury may occur. You will be charged for damage to your bed if it is not stacked properly.

*Cleaning and stocking the bathroom with toilet paper is your responsibility.
*Please clean your bathroom/shower area on a regular basis. Your RA will do inspections on a regular basis.
*Residents of Phillipps should be cautious of sprinkler heads when arranging their room/suite. Any damage resulting from a discharged sprinkler is the financial responsibility of the one who set it off.

Maintenance
If any repairs are needed throughout the school year, *Maintenance Request Forms* are available online through skyline or at:
https://login.myschoolbuilding.com/msb?acctNum=914473704&productID=MD