

CHECKLIST FOR

# The DORM

Making Shopping Easier



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# Make A List

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- Make a list of items you want to take to school. You will be less likely to forget something. Use this checklist packet as a guide.
- Remember to only pack the items you will need until your next trip home. For example, pass on taking the winter sweaters until Fall break.
- Don't forget the less obvious items like cleaning supplies, sewing kits and dinnerware.
- List the keepsakes you will need to remind you of home such as photo albums etc.

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# Things To Do

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- Notify friends and family of your new address. Create an address system for yourself on the computer or in a book that will record their new addresses as well.
- Check that your cell phone covers long distance rates in your new location.
- Open a local bank account.
- Back-up your computer files and leave a copy at home.
- Know the guidelines for electronic equipment and appliances at your school.
- Coordinate your packing list with your roommate to avoid duplicate items.
- Label your clothes, cds and reference books that you are likely to lend out.
- Service your car before you leave for campus.

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# NOTES

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# CHECKLIST

## STORAGE

- |   |   |
|---|---|
| <input type="checkbox"/> Paper towel holder       | <input type="checkbox"/> Trunks                   |
| <input type="checkbox"/> Chip clips               | <input type="checkbox"/> Freestanding shelving    |
| <input type="checkbox"/> Airtight food containers | <input type="checkbox"/> Safe                     |
| <input type="checkbox"/> Salt & pepper shakers    | <input type="checkbox"/> Magazine rack            |
| <input type="checkbox"/> Large popcorn bowl       | <input type="checkbox"/> Collapsible bins         |
| <input type="checkbox"/> Insulated bottle carrier | <input type="checkbox"/> Decorative storage boxes |
| <input type="checkbox"/> Can & bottle openers     | <input type="checkbox"/> Bedside storage          |
| <input type="checkbox"/> Crates                   | <input type="checkbox"/> Soft-sided cooler        |
| <input type="checkbox"/> baskets                  | <input type="checkbox"/> Cd/dvd storage           |

## OTHER ITEMS

- |   |   |
|---|---|
| <input type="checkbox"/> Compact umbrella       | <input type="checkbox"/> Hair dryer             |
| <input type="checkbox"/> First aid kit          | <input type="checkbox"/> Sheets                 |
| <input type="checkbox"/> Duffel/overnight bag   | <input type="checkbox"/> Pillows                |
| <input type="checkbox"/> Tool box               | <input type="checkbox"/> Towels                 |
| <input type="checkbox"/> Clothes bar for car    | <input type="checkbox"/> Robe                   |
| <input type="checkbox"/> Flashlight             | <input type="checkbox"/> Shower shoes           |
| <input type="checkbox"/> Cleaning supplies      | <input type="checkbox"/> Dishes & utensils      |
| <input type="checkbox"/> Desk lamp              | <input type="checkbox"/> Alarm clock            |
| <input type="checkbox"/> Iron                   | <input type="checkbox"/> Appliances/electronics |
| <input type="checkbox"/> Cosmetics & toiletries |   |

# Packing

- Pack everything you can inside storage containers. You can reuse the containers for storage in your dorm room or later on for storage at home.
- If you are driving to campus, use collapsible containers to pack your items. You can use them to store items at school or easily fold them for storage until you pack to come home.
- If you're shipping items to campus, make sure to use quality packing materials and shipping boxes to protect your belongings. Insure the contents of the boxes and always include an extra address label inside each box.



# CHECKLIST

## CLOSET

- |   |   |
|---|---|
| <input type="checkbox"/> Hangers                        | <input type="checkbox"/> Drawer liners/shelf paper      |
| <input type="checkbox"/> Belt & Tie Hanger or Rack      | <input type="checkbox"/> Drawer organizers              |
| <input type="checkbox"/> Shoe Boxes                     | <input type="checkbox"/> Closet rod doubler or expander |
| <input type="checkbox"/> Over the door shoe rack        | <input type="checkbox"/> Lint brush                     |
| <input type="checkbox"/> Floor shoe rack                | <input type="checkbox"/> Stacking shelves               |
| <input type="checkbox"/> Clear Plastic Boxes            | <input type="checkbox"/> Hanging sweater bag            |
| <input type="checkbox"/> Stacking drawers               | <input type="checkbox"/> Hanging shoe bag               |
| <input type="checkbox"/> Under the bed drawers or boxes | <input type="checkbox"/> Room & Closet Spray            |
| <input type="checkbox"/> Portable Garment Rack          |   |

## DESK

- |  |   |
|--|---|
| <input type="checkbox"/> Planner                 | <input type="checkbox"/> Document boxes                                   |
| <input type="checkbox"/> File Box                | <input type="checkbox"/> Sticky notes                                     |
| <input type="checkbox"/> File Folders            | <input type="checkbox"/> Wastebasket & bags                               |
| <input type="checkbox"/> Backpack/laptop bag     | <input type="checkbox"/> File sorter                                      |
| <input type="checkbox"/> Notebooks               | <input type="checkbox"/> Office supplies (tape, stapler, scissors, clips) |
| <input type="checkbox"/> Drawer organizers       | <input type="checkbox"/> Cord control                                     |
| <input type="checkbox"/> Bookends                | <input type="checkbox"/> Photo boxes                                      |
| <input type="checkbox"/> Pen & pencil holder     | <input type="checkbox"/> Desktop file                                     |
| <input type="checkbox"/> Pencil sharpener        |   |
| <input type="checkbox"/> Magazine/catalog holder |   |

# CHECKLIST

## WALLS & DOORS

- |  |   |
|--|---|
| <input type="checkbox"/> Cap Rack            | <input type="checkbox"/> Removable Mounting Tape/Velcro     |
| <input type="checkbox"/> Bulletin Boards     | <input type="checkbox"/> "S" Hooks                          |
| <input type="checkbox"/> Message Boards      | <input type="checkbox"/> Over the door mirror and organizer |
| <input type="checkbox"/> Pushpins/Magnets    | <input type="checkbox"/> Over the door pockets              |
| <input type="checkbox"/> Over the door hooks |   |

## LAUNDRY

- |   |  |
|---|--|
| <input type="checkbox"/> Laundry basket         | <input type="checkbox"/> Over the door ironing board/ironing mat |
| <input type="checkbox"/> Laundry bags           | <input type="checkbox"/> Iron holder                             |
| <input type="checkbox"/> Laundry bag stand      | <input type="checkbox"/> Stain remover                           |
| <input type="checkbox"/> Mesh wash bag          | <input type="checkbox"/> Broom & dust pan                        |
| <input type="checkbox"/> Hanging laundry hamper | <input type="checkbox"/> Step stool                              |
| <input type="checkbox"/> Wrinkle-free spray     | <input type="checkbox"/> Spray bottle                            |
| <input type="checkbox"/> Quarter dispenser      |  |
| <input type="checkbox"/> Sweater drying rack    |  |

## BATH

- |   |  |
|---|--|
| <input type="checkbox"/> Shower tote              | <input type="checkbox"/> Fogless portable mirror |
| <input type="checkbox"/> Over the door towel rack | <input type="checkbox"/> Soap dish               |
| <input type="checkbox"/> Make-up organizer        | <input type="checkbox"/> Toothbrush holder       |
| <input type="checkbox"/> Jewelry organizer        | <input type="checkbox"/> wastebasket             |
| <input type="checkbox"/> Hair care organizer      |  |