

Notice for Baggage Storage during Winter Break 2025

- Eligibility: You are eligible for baggage storage only if you are (1) a Fall 2024 dorm resident, who (2) do not apply for Winter Break 2025 accommodation and (3) are qualified to reside at the dorm for Spring 2025. You are allowed to store your baggage in the indicated space at your **original dormitory** at indicated time.
- **You can only place and pick up your baggage during the indicated time in the following table.**
- If you can't drop your baggage at the indicated time, you may authorize your roommate or classmate to store your baggage with a storage application form.
- If you cannot pick up your baggage at the indicated time, you may authorize your roommate or classmate to pick up your baggage. In this case, you need to paste copied IDs of you both in the back of the receipt. The baggage not claimed within the indicated time will be considered **lost property and disposed in a later time.**
- Please pack your baggage well, hand in your application form, and **mark your name, student ID number, department, cellphone number on an A4 paper.** Make sure you paste the message sheet well on each baggage.
- Please keep your baggage clean. Food, perishable or dangerous materials are not allowed in the storage room. If you violate the rules and lead to damages to other people's properties, you will be responsible for compensation and possible public health and safety violation penalty.
- Please keep your personal valuables (Ex: passport, plane ticket, etc.) with you. We only provide storage space and are not responsible for any losses.
- Please place the baggage orderly and do not block passageways. Remember where you place your baggage, so that you may pick them up easily later.
- Please bring your student ID (or a photo ID card) and storage application form to store your baggage. Keep your receipt safely, and you will need it and your student ID to pick them up.
- To get a storage application form, please go to Student Housing website to download the form.
- If you have any questions about baggage storage, please contact the manager of your dormitory.
- About storage date and time, and other related information, please refer to the following table:

Info/Campus	Heping Campus		Gongguan Campus	
Date and Time for storage	<p>Timing varies for each dormitory, Dec 16th -22th, 2024; and 9:00 to 10:30, Dec 23th, 2024</p> <p>(Storage time will be determined and announced by each student dormitory committee. Please store your baggage during the indicated time only.)</p>			
Date and Time for pick up	<p>Timing varies for each dormitory, Feb 15th - Mar 3rd, 2025 (except Feb 28th and Mar 1st)</p> <p>(Baggage pick-up time will be determined and announced by each student dormitory committee. Please pick up your baggage during indicated time only.)</p>			
Baggage Amount and Specification	<p>For Taiwan students Up to 3 baggage (the length + width + height < or = 200 cm for each baggage), plus 1 set of bedding and pillow per person, and approved refrigerator (please clean out and unplug it 1 day earlier to defrost)</p> <p>International students and overseas Chinese students Up to 4 baggage (dimensions same as above), plus 1 set of bedding and pillow per person, and approved refrigerator (please clean out and unplug it 1 day earlier to defrost)</p> <p><i>※For space efficiency, please use boxes or baggage which can be piled up easily and conveniently.</i></p>			
Storage site	<p>Residence Hall A (Men's Dorm 1)</p>	<p>Male: Reading rooms on each floor. Female: Reading room on the 2nd.</p>	<p>Residence Hall E (Dorm 7)</p>	<p>Storage Room in the basement.</p>
	<p>Residence Hall B (Women's Dorm 1)</p>	<p>Reading rooms on each floor.</p>	<p>Residence Halls F & G (Dorm 2)</p>	<p>Reading rooms on each floor.</p>