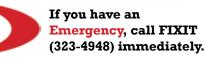
Laundry Etiquette

The laundry room is for the use and convenience of all residents. Please be respectful of your neighbors and their property.

Remember, The University is tobacco-free. There is no use of tobacco products allowed in the laundry room. Residents are responsible for the behavior of their guests while using the laundry rooms.







• Leaving the laundry room? Set a timer so you know exactly when to come back!

• Unattended laundry CAN be removed from a washing machine or dryer when the machine stops if it is needed by another resident!

• If you remove someone's clothing from a machine, you must place it on the folding table!!

 Residents should not leave unattended laundry on the folding table. Items left for 24-hours will be removed and thrown away.

• Residents with large amounts of laundry should plan to use the machines during less busy periods of time.

 Machines must NOT be overloaded! Overloading can reduce the effectiveness of the machines AND can cause them to break down.

• Please remove all objects (money, paper, gum, makeup, tissues, etc) from the pockets of your clothing before putting it in the washing machines or dryers.

• Detergent must be measured carefully. Be sure to use the amount recommended by the manufacturer. More is NOT always better! closing.

• Dyes must NOT be used in the washing machines or laundry room sinks!

• Lint must be removed (using your fingers) from the filter in the dryers after every use.

• Wipe up spills immediately. Immediately report large spills, overflows, or drain stoppages to FIXIT by calling 859-323-4948!

• Machines that do not work must be reported to FIXIT by call 859-323-4948. All other maintenance needs should also be reported to FIXIT (such as light bulbs that don't work, for example).

• Residents that lose money off their card due to machines that don't work; that receive a "bad card" error reading, or have some other cardrelated issue must bring their card to the Cooperstown office.

• Do NOT prop open doors leading into the laundry room!!

• Excess detergent may cause the machines to overflow and may not rinse properly from your

• Shoes must NOT be placed in the dryer.