

Beloit College Residential Life Express Check Out

Tape Keys Here

Date _____ Time _____

Building _____ Room _____

I, (print) _____, fully understand the condition in which I am supposed to leave my room and have had the opportunity to be informed about proper check out procedures.

I have elected to take the "Express Check Out" option by signing this agreement, which will act as my signature on my room inventory, and I have turned in my room key.

I accept full responsibility for all damages (or my portion thereof) in my residence hall room, floor and building and the fines or repair/replacement cost that result from those damages.

Student Signature

Date

Turn this form with key attached to one of the following locations:

- Security Office in Pearsons Hall
- Residential Life Office in Pearsons Hall
- Give to your RA **in person**
(Do NOT leave under or slide under RA door)

NO APPEALS GRANTED