Moore Residence Hall is a co-ed residence hall, housing approximately 210 residents. The hall office is open two hours every night, and there are two resident assistants (RAs) available on each floor. The RAs work to help the residents make friends and feel at home while still maintaining academic and safety priorities on the floor. Moore also has a full-time professional residential coordinator (RC) who manages all staff and maintains the daily operations of the building.

Get Involved!  
The Hall Improvements Committee focuses on finding ways to make living here more comfortable.  
The Hall Programming Committee puts on fun and memorable events open to everyone in the building.

Your Student Government Association (SGA) Representative provides residents with a direct line of communication to and from SGA. The Resident Students Association (RSA) is the student organization that oversees all these committees. They advocate for students, recognize the work of involved students, and encourage involvement at regional and international leadership conferences.

Whether you are looking for a leadership role on campus, have an interest in planning events, or want to meet new people, Hall Committees would be thrilled to have you. Meetings are open to all residents, and will start up shortly after the beginning of the school year. If you have questions about your hall committees, contact your RC. Questions about RSA can be directed to rsa@evansville.edu.

Address and Contact Information

Student’s Name  
400 S Rotherwood Ave  
Room #__________  
Evansville, IN 47714

Did You Know?

Students who live in Moore are from all academic majors and parts of the world!

We have two themed floor communities – The International Connection and Students in Math and Science.

Quick Reference: Room Measurements

<table>
<thead>
<tr>
<th>Room Size</th>
<th>13’ x 14’ 2 1/2”</th>
</tr>
</thead>
<tbody>
<tr>
<td>Window</td>
<td>49” x 104” x 6.5”</td>
</tr>
<tr>
<td>Door</td>
<td>79” x 30.5”</td>
</tr>
<tr>
<td>Mattresses</td>
<td>80” x 36”</td>
</tr>
<tr>
<td>Bed Frame</td>
<td>84.5” x 38”</td>
</tr>
<tr>
<td>Max Loft Height</td>
<td>51” floor to bottom of bed frame</td>
</tr>
<tr>
<td>Desk</td>
<td>30” x 42” x 24”</td>
</tr>
<tr>
<td>Desk Carrel</td>
<td>21” x 41” x 10”</td>
</tr>
<tr>
<td>Wardrobe</td>
<td>47” Rod to Floorboard Wardrobe</td>
</tr>
<tr>
<td>Shelf</td>
<td>10” x 34.5” x 18”</td>
</tr>
<tr>
<td>Chest of Drawers</td>
<td>30” x 24.5” x 24”</td>
</tr>
</tbody>
</table>

3-drawer chest stacks on top of the 2-drawer chest

Room windows are not to be opened except in case of emergency. This helps maintain a balanced air flow within the hall.

Things NOT to Bring

- No multi-plugs – Surge protectors are much better.
- No duct tape.
- No contact paper or wall decals.
- No George Forman grills or other cooking appliances with exposed heating elements.
- No halogen lamps
- No candles or candle warmers.
- No pets, except fish.
- No alcohol or illegal drugs.
- No firearms, swords, or other weapons.

Check the Residence Life Handbook for more details!

All Things Tech

- Learn about how to get connected. Go to our Amenities and Services page and click on Computing Services: https://www.evansville.edu/residencelife/services/servicesComputing.cfm
- Each room is set up for wired Internet access, and the entire building is also wireless.
- There are four common area TVs (three with DVD players), and DVDs are available in the hall office.
- The basement computer lab has three PCs, one MAC, and one laser printer for your convenience.

Card Access

In Moore Hall, your ID is also a key. It is important that you not lose it. There is a $25 charge for ID card replacement.

Bike Lockers

Bring your bike to campus! For a $60 per academic year rental fee, you can use one of our sheltered bike lockers. Contact residence life to check availability and reserve a locker.

Ace Cinema

Check out the free movie channel on your laptop brought to you by RSA! See All Things Tech under Amenities and Services.

At check-in, you will review and sign a Room Condition Report. Room damages are recorded on this form and then at checkout it is updated. New damages are billed to residents.
**Emergency Info Card**

During check-in, residents will fill out an Emergency Info Card. They will need their student ID #, two emergency contacts, insurance card, and allergy information for this document.

**In-Hall Amenities**

- Laundry Room
- Game room
- Kitchen with stove/oven, microwave, and two refrigerators
- Computer Lab with printer
- Two TV lounges and a community room with a TV
- Study lounges
- Formal dining room
- Vending Machines
- Tons of get-together space!

**Quick Guidelines for Arranging Your Room**

- Avoid lining up lots of furniture under the window.
- Don’t block heating vents or window exits.
- Don’t place lofts where you might bump a sprinkler.
- All University furniture and equipment must stay in the room.
- When you move out, set your room back to its original configuration.
- Do not nail/screw/tack anything into anything!

**Trash**

Be sure to bring a trash can for your room. There are trash collection areas on each floor.

**Recycling in Moore Hall**

(located in all North Wing and the second floor South Wing trash rooms)

EVERYTHING MUST BE EMPTY, DRY, and CLEAN

<table>
<thead>
<tr>
<th>Acceptable Items</th>
<th>Unacceptable Items</th>
</tr>
</thead>
<tbody>
<tr>
<td>✔ ETE #1 and HDPE #2 Plastics (Flattened, lids removed)</td>
<td>❌ Plastic bags</td>
</tr>
<tr>
<td>❌ Plastic bags</td>
<td></td>
</tr>
<tr>
<td>✔ Aluminum cans</td>
<td>❌ Aluminum foil</td>
</tr>
<tr>
<td>❌ Aluminum foil</td>
<td></td>
</tr>
<tr>
<td>✔ Flattened cardboard</td>
<td>❌ Pizza boxes</td>
</tr>
<tr>
<td>❌ Pizza boxes</td>
<td></td>
</tr>
<tr>
<td>✔ Mixed paper: printer paper, brown paper bags, junk mail/envelopes, thin magazines</td>
<td>❌ Cardboard w/food residue</td>
</tr>
<tr>
<td>❌ Cardboard w/food residue</td>
<td></td>
</tr>
<tr>
<td>✔ Magazines</td>
<td>❌ Soiled/wet paper, wax paper, napkins/towels, food packaging, wrapping paper, tissues, paper plates</td>
</tr>
<tr>
<td>❌ Soiled/wet paper, wax paper, napkins/towels, food packaging, wrapping paper, tissues, paper plates</td>
<td></td>
</tr>
<tr>
<td>✔ Newspaper</td>
<td>❌ Glass</td>
</tr>
<tr>
<td>❌ Glass</td>
<td></td>
</tr>
</tbody>
</table>

Batteries, light bulbs, and ink cartridges can be recycled in the hall office.

**How to Loft/Bunk Your Bed**

1. Refer to the laminated poster posted in your Hall.
   Make sure you have a rubber mallet, an adjustable wrench (available from the hall office), and the four metal pins to connect your endposts. Check the drawers in your room for pins – if none, there are extra in the office.

2. Remove the mattress – the bed is a lot lighter that way.

3. Making sure that both wooden endposts are oriented correctly (up/down and inside/out), connect them using the two long metal support bars, one on the top rung and one nearer the bottom.

4. Hammer them into the rungs (gently!) with the rubber mallet.

5. Put the small metal pins in holes on the tops of the endposts. These will secure the loft to the bedframe.

6. Carefully lift the bedframe onto the loft, matching up the pins to the holes in the bottom of the bedposts.

To bunk your beds, just put the beds at your preferred heights (make sure the top one is much higher!), put the pins in the holes on the bottom bedposts, and lift the top bed onto them!

*See illustrated instructions posted online and on floors for more directions.

**Helpful Tips on Decorating**

- Lofting is great – it provides a lot more floor space so that you can bring a more personal touch to your space.
- Nothing should be hung from the ceilings. The plaster damages easily.
- If you loft, feel free to get a loveseat or a futon. These work really well when you have friends over…they provide a great place to sit and you don’t have to mess up your bed.
- Rugs are nice because they protect the carpet from stains. Also, this is a great way to bring some coziness and personality into your room without much effort.
- Window shades are included, but curtains on the windows can add character to the room and block more light at night if you face a streetlight. The easiest way to hang them is to use two large 3M Command hooks and a lightweight curtain rod.
- 3M Command adhesives and other removable adhesives work really well and usually don’t take off the paint. NEVER USE DUCT TAPE OR FOAM TAPE!
- It is a violation of the fire code to tamper with or hang anything from the sprinklers or pipes.
- Be creative! Make your space your own…it’s your home, so we want you to feel welcome in it!
- If you’re worried about a decoration, just ask an RA! We’ll be around a few weeks into the semester to do Health and Safety Inspections, so we can let you know whether or not something is a violation of policy.

Any new damage at the end of the school year is the responsibility of the student and will be billed appropriately.