

## Conference Housing Check-Out

Check out is from 9:00 a.m. through 12:00 p.m. on your scheduled date of departure at the Frear Hall Front Desk. Check outs that occur outside of these hours will automatically result in a \$25.00 charge per group. Please leave all linens on your bed for our staff to remove at a later date. If you need to check out before 9:00 a.m., the Express Check Out is also available with no penalty. Forms are available from the Conference Housing office upon request. All groups must check out using the Express Check Out or by signing the Occupancy Record Form (ORF) at the Frear Hall Front Desk.

Student Housing Services is a program of the University of Hawai'i at Mānoa

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