

# WOODS UNLOADING PASS

move-in weekend 2019

Room: \_\_\_\_\_

Student Name: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

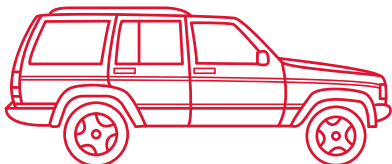
Date: \_\_\_\_\_

**STOP YOUR CAR**

**DROP YOUR ITEMS**

**ROLL YOUR CAR TO A PARKING LOT**

This is not a parking permit. This pass is only for use in designated unloading zones.



**Missouri State** | RESIDENCE LIFE,  
HOUSING AND  
DINING SERVICES

PLEASE LABEL ALL OF YOUR BOXES WITH YOUR BUILDING AND ROOM NUMBER. THIS WILL HELP THE BEAR CREW BETTER ASSIST EVERYONE.  
**THANK YOU!**

## WHEN YOU ARRIVE AT MISSOURI STATE UNIVERSITY:

1. Have the unloading pass in your vehicle window before you arrive on campus. You will need to print one for each vehicle that you are bringing.
2. Drive directly to the residence hall that you were assigned; follow the signs as you approach campus and place the pass in a visible place on your vehicle dashboard.
3. Once you are in an unloading zone, immediately unload your vehicle as quickly as possible. While belongings are being unloaded, the student will take their Bear Pass ID inside their residence hall and check in.
4. After your items are unloaded at the curb, have one person from your group move your vehicle to a parking lot and another person stay with your belongings.
5. Once you have checked in and parked, you can start unpacking!

## PLEASE NOTE:

Parking in an unloading zone may result in ticketing or towing. Please help us make move-in day as easy as possible by following the Stop, Drop, and Roll motto. Thank you!

Parking passes may be purchased online at:

[www.missouristate.edu/safetran/ParkingAdministration](http://www.missouristate.edu/safetran/ParkingAdministration)

For more information about move-in day or parking, contact the departments listed below.

### Residence Life, Housing & Dining Services

901 S. National Ave.  
Hammons House 104  
Springfield, MO 65897

☎ (417) 836-5536

✉ [ResidenceLife@missouristate.edu](mailto:ResidenceLife@missouristate.edu)

🌐 [www.reslife.missouristate.edu](http://www.reslife.missouristate.edu)

### Parking Administration

700 E. Elm Street  
Springfield, MO 65897

☎ (417) 836-4825

✉ [Parking@missouristate.edu](mailto:Parking@missouristate.edu)

🌐 [www.missouristate.edu/safetran](http://www.missouristate.edu/safetran)