

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!
- Excess detergent may cause the machines to overflow and may not rinse properly from your closing.
- Dyes must NOT be used in the washing machines or laundry room sinks!
- Shoes must NOT be placed in the dryer.
- 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 card-related issue must bring their card to the Cooperstown office.
- Do NOT prop open doors leading into the laundry room!!