



Because parking is very limited in campus housing, we have very specific policies regarding moving trucks/trailers, pods and transfer truck trailers. Please carefully read our policies below before committing to a particular type of service to be sure it is practical for you. Violations to this policy are subject to immediate correction and may incur additional costs to you if your moving company has to come and move a trailer/pod that is in violation of our policies.

Here is our policy on such items:

- If you are using a standard U-Haul type truck or pull behind trailer, you can:
  - Park truck or drop the trailer in your designated parking space provided it does not extend beyond the width of your parking space.
  - You may extend out into the driveway beyond your parking space, but if you do, you should not leave your truck unattended. You should be prepared to move it to allow vehicles access to get by if needed.
  - If you need to park a truck or pull behind trailer overnight, please contact the Director of Housing about where you can park a vehicle in this circumstance.
  
- If you are using a pod, you will need to meet the following specific requirements:
  - The pod must fit within the lines of a standard parking space (both width and length).
  - It cannot extend beyond the lines and you cannot take up more than one space.
  - You will need to submit a written request to [housing@sebts.edu](mailto:housing@sebts.edu) at least 5 business days in advance providing:
    - the name of the company dropping the pod,
    - their contact phone number for any issues related to violation of the requirements,
    - the date the pod is be dropped
    - and the date that the pod will be picked up.
  
- If you are using a tractor trailer company that actually desires to drop a box trailer for unloading and later pick-up, you will need to meet the following specific requirements:
  - You will need to submit a written request to [housing@sebts.edu](mailto:housing@sebts.edu) at least 5 business days in advance providing:
    - the name of the company dropping the trailer,
    - their contact phone number for any issues related to violation of the requirements,
    - the date the trailer is be dropped
    - and the date that the trailer will be picked up.
  - I will provide a written denial or approval. If approved, I will include the specific location the trailer can be dropped. Please note that for Fletcher Village, McDowell, and the Duplexes, the drop location will be the gravel lot next to the Wake Forest Rolesville High School. For Flaherty Farms, the drop location will be the overflow parking lot at Flaherty Farms. Both of these locations will most likely require a pick-up truck or moving van rented locally to shuttle the items to your apartment. There is not space in any of our housing areas for a trailer to be dropped near your apartment.

If you have any questions, please email us at [housing@sebts.edu](mailto:housing@sebts.edu).  
We look forward to having you at Southeastern.