WELCOME TO COLGATE UNIVERSITY AND PRESTON HILL APARTMENTS.

BELOW ARE LISTED SOME PHONE NUMBERS AND CONTACTS TO ASSIST YOU WITH YOUR MOVE TO HAMILTON.

KEYS: PLEASE PICK UP YOUR APARTMENT KEY AT THE OFFICE OF THE VICE PRESIDENT FOR ADMINISTRATION (305 JAMES B. COLGATE HALL). THE APARTMENT KEY ALSO ACCESSES THE FRONT DOOR OF THE APARTMENT BUILDING WHICH IS LOCKED FOR SECURITY PURPOSES. REQUESTS FOR ADDITIONAL KEYS CAN BE MADE TO STACY SMITH. ALL KEYS MUST BE RETURNED WHEN YOU VACATE. A $50 FEE WILL BE ASSESSED FOR EACH MISSING KEY TO COVER THE COST OF REPLACING THE LOCKS.

TELEPHONE SERVICE: TO ESTABLISH PHONE SERVICE CONTACT THE LOCAL CARRIER VERIZON AT 315-890-7100 (WITHIN NEW YORK STATE) OR 1-800-698-3545 (OUTSIDE OF NEW YORK STATE) MONDAY THROUGH FRIDAY 8AM-7PM OR SATURDAY 8AM TO 4PM. PLEASE INDICATE TO THE OPERATOR THAT YOUR LOCATION IS @ PRESTON HILL APARTMENTS IN THEIR SYSTEM. VERIZON IS ALSO AN INTERNET PROVIDER.

CABLE TV SERVICE: TO ORDER ESTABLISH CABLE TELEVISION SERVICE YOU SHOULD CALL TIME WARNER AT 1-800-642-6241 OR 315-824-0815. THE USUAL WAIT TIME IS 2-3 DAYS BEFORE SERVICE IS CONNECTED. TIME WARNER IS ALSO AN INTERNET PROVIDER. SATALLITE DISH HOOKUPS ARE NOT PERMITTED ON THE PREMISES.

* Please note you are responsible for having the cable, telephone and internet services activated and terminated at the end of your stay.

APARTMENT MAINTENANCE: THE BUILDINGS AND GROUNDS STAFF MAINTAINS THE PROPERTY. TO REPORT PROBLEMS WITH AN APPLIANCE, HEAT, ETC. DURING REGULAR BUSINESS HOURS (7AM-4:30PM), CALL BUILDINGS AND GROUNDS AT 228-7130. FROM 4:30 PM TO 7:00AM YOU SHOULD CALL THE HEATING PLANT AT 228-7468 TO REPORT ANY EMERGENCY REPAIRS.

DAYCARE: THE CHENANGO NURSERY SCHOOL ACCEPTS CHILDREN AGES SIX WEEKS TO SCHOOL AGE. THE FACILITY IS LOCATED AT 59 WEST KENDRICK AVENUE NEXT TO THE SCHOOL. YOU MAY CONTACT THEM AT 315-824-1810 OR YOU CAN VIEW THEIR WEBSITE AT www.chenangonurseryschool.org FOR MORE INFORMATION.

FIRE OR MEDICAL EMERGENCY: DIAL 911 TO REACH THE LOCAL FIRE DEPARTMENT AND/OR AMBULANCE/RESCUE SERVICE.

GROCERY AND CONVENIENCE STORES: THE FOLLOWING STORES ARE LOCATED WITHIN THE VILLAGE LIMITS FOR PURCHASE OF FOOD ITEMS AND GROCERIES.

- TOPS FRIENDLY MARKET ROUTE 12B 824-3088
- WAYNE'S MARKET PLACE 11 EATON ST. 824-4828
- HAMILTON WHOLE FOODS, BROAD ST. 824-2930
- BYRNE DAIRY, UTICA ST.
- ROGER'S MARKET, 41 LEBANON ST. 824-3640
- MOBIL EXPRESS-MART, UTICA ST. 824-6278
HOUSING NEEDS: THE FOLLOWING STORES MAY HAVE IN STOCK MANY ITEMS THAT YOU WILL NEED. MAJOR DEPARTMENT STORES ARE LOCATED IN NORWICH, ONEIDA OR UTICA.

PARRY'S HARDWARE, 20 UTICA STREET  824-0002
KINNEY DRUGS, 103 UTICA STREET  824-2200
WISEBUYS, 108 UTICA STREET  824-2404
COLGATE BOOKSTORE, 3 UTICA STREET  228-7480

DIRECTIONS TO LOCAL SHOPPING AREAS:

Norwich: State Route 12B South to State Route 12 South to Norwich (23 miles) Wal-Mart is located on State Route 12, 2 miles south of the city limits. The phone number is (607) 334-5553.

Oneida: State Route 12 B North approximately 4 miles bear left onto State Route 46. Follow SR 46 approximately 15 miles to Oneida. Turn left onto NY Route5 (Genesee St.) 2.5 miles then Left onto Upper Lenox Avenue (CR-97). (21 miles) Wal-Mart is located at 1294 Upper Lenox Avenue Oneida, NY 13421. Phone (315) 361-1257.

Utica: Route 12B North to intersection with NY Route 26/US Route 20. Turn right onto Route 20. Continue until the Route 12 junction, turn left onto Route 12 North. Follow Route 12 to Utica. Utica National Insurance Company will be directly in front of you. At the light make a left but you will then need to get into the right lane to make the first right onto the N/S arterial. - Remain on the arterial to reach different points of Utica or continue to follow signs to the NYS Thruway. Sangertown Square Mall is located off Routes 5 and 5A. Riverside Center is located off Route 12. Both can be accessed from the N/S arterial.

LANDSCAPING/SNOW REMOVAL: LANDSCAPING AND SNOW REMOVAL ARE PROVIDED BY THE BUILDINGS AND GROUNDS STAFF.

LAUNDRY: THE APARTMENT KEY ALSO PROVIDES ACCESS TO THE LAUNDRY ROOM LOCATED IN THE BASEMENT AREA. A COIN OPERATED WASHER AND A DRYER ARE PROVIDED FOR THE TENANTS’ USE.


PHARMACIES:

KINNEY DRUGS  824-2200
CROWE'S DRUG STORE  824-3600

SCHOOLS: THE HAMILTON CENTRAL SCHOOL IS LOCATED ON WEST KENDRICK AVENUE IN THE VILLAGE. YOU MAY CONTACT THE SCHOOL AT 315-824-3300 FOR ENROLLMENT INFORMATION. THE SCHOOL PROVIDES CLASSROOM EDUCATION TO CHILDREN KINDERGARTEN THROUGH GRADE 12.

STORAGEBins: EACH APARTMENT HAS DESIGNATED A STORAGE BIN IN THE BASEMENT. YOU MAY USE YOUR APARTMENT KEY IN THE LOCK PROVIDED. TENANTS SHOULD LOCK THEIR BIN ONCE THERE ARE ITEMS PLACED INSIDE.
PLEASE BE SURE TO EMPTY YOUR STORAGE AREA WHEN YOUR LEASE TERM EXPIRES.

**TRASH PICKUP:** THE UNIVERSITY PICKS UP TRASH ON MONDAYS AND FRIDAYS. THERE ARE RECYCLING BINS IN THE LAUNDRY AREA. THE TRASH SHOULD BE SORTED ACCORDING TO THE GUIDELINES MANDATED BY MADISON COUNTY. THE GUIDELINES ARE POSTED IN THE RECYCLING AREA.

**VACUUM CLEANER:** A VACUUM CLEANER IS LOCATED IN THE BASEMENT FOR THE USE OF ALL TENANTS. PLEASE RETURN IT TO THE BASEMENT WHEN YOU HAVE FINISHED USING IT.

**QUESTIONS:** IF YOU HAVE ANY NON-MAINTENANCE QUESTIONS DURING THE ACADEMIC YEAR, PLEASE CALL STACY SMITH, (sasmith@mail.colgate.edu) SENIOR ADMINISTRATIVE ASSISTANT AT 228-7488.