

# Donation Collection in Residence Halls

Bethel University Residence Hall Lounges are primarily used for recreation or study purposes. However, in some instances, the main lounge/lobby may be used as a space to collect donated items (coats, blankets, canned goods, etc.).

All groups wishing to collect donated items must first gain approval from the Office of Residence Life. The following factors apply:

- Residence Life will approve up to three drives per semester.
- All groups collecting items must be sponsored by an official Bethel organization or department.
- No group will be permitted to collect items for more than two weeks.
- Donation containers should be dropped off at the beginning of the two weeks and promptly removed at the end of the two weeks. Each organization is responsible for the delivery and pickup of donation containers, as well as regular collection throughout the specified time frame. If the containers are not properly maintained Residence Life reserves the right to end the drive early.

**MAKING A REQUEST:** If you wish to make a request to collect donated items, please fill out the online form by clicking [here](#) or contact the Office of Residence Life.

## Policy Contact:

- Associate Dean for Residence Life
  - Jim Benjamin
  - [j-benjamin@bethel.edu](mailto:j-benjamin@bethel.edu)