

Dear University Village Resident,  
The list of resources and suggestions compiled by Nature Village team members were carefully selected to reduce your expenses, stress and garbage sent to the landfill. We hope this guide provides an organized and environmentally friendly moving out experience.

## LIST OF RESSOURCES:

### Advertising Venues for Yard Sale:

1. Look for **Village Yard sales**. These big community activities attracts a lot of people to sell, buy and donate.
2. Message boards at **laundry rooms** in the Village. Make a poster with the date, time and address to announce your yard sale . Post large signs with arrows directing people from the main streets to your yard sale (please pick up all your signs after the sale).
3. Post a Message on the University Village Message Board <https://groups.google.com/forum/?fromgroups#!forum/albanyvillage>
4. Place an ad on [sfbay.craigslist.org](http://sfbay.craigslist.org) This website will attract buyers out of the Village. Beware that they may be eager to negotiate for a much lower price than you are asking.

### Donate Goods:

#### Goodwill Stores

505 San Pablo Avenue, Albany  
(you can get a donation receipt to use for income taxes)

clothes, shoes, lamps, small working appliances, couches, furniture, etc.

#### Salvation Army donation boxes

Donate your shoes , clothes and toys on the 3 boxes conveniently located inside the Village at Monroe (Apparatus Bay Parking Lot), Red Oak (at the soft ball field) and West End Way with Ohlone Ave.

## List of Resources: Where to dispose....

### Electronics

(cables, lap tops, cell phones, CPUs, printers, monitors, TV, and more)

1971 Shattuck Avenue in Berkeley at Green Citizen Berkeley's Computer Eco Center

### Furniture

505 San Pablo Avenue at Goodwill Store in Albany

### Ink cartridges and small working electronics

Look for the donation box at the Village's office and help Nature Village to fundraise recycling!

### Cleaning Supplies

Give to your friends and neighbors

### Hazardous Waste & Materials

2100 E. 7th St. in Oakland at the Alameda County Household Hazardous Waste

### Light Bulbs

669 Gilman St. in Berkeley at the Berkeley Recycling Center

### Mattresses

- Call (510) 926-4101 MattressBGone, or

- 1201 2nd St. in Berkeley at the Berkeley Transfer Station/Oil Recycling Depot

### Food (sealed, unexpired)

1600 Sacramento St. in Berkeley at Berkeley Food Pantry

### Appliances (Working)

7th St. & Ashby Ave., in Berkeley at Urban OreAppliances (Not Working)

1201 2nd St., in Berkeley at the Berkeley Transfer Station

### Batteries

The Village Office collects batteries. The container is located next to the entrance door.

### Books, Cassettes, DVDs, CDs

669 Gilman St. in Berkeley at the Berkeley Recycling Center

### Medications/Prescriptions

2100 East 7th St. in Oakland at the Alameda County Household Hazardous Waste Facility

### Toys

- Look for Nature Village's toy swaps

- ChildWatch Ctr. at the downtown Berkeley YMCA

1361 Solano Ave. in Albany at Toys go Round for resale (consignment store)

505 San Pablo Avenue at Goodwill Stores to donate

### Kids clothes

- Look for Nature Village's toy swaps

- 1817 Solano Ave. Berkeley at Hanna's children's resale

### Men's & Women's clothing (consignment store)

2338 Shattuck Ave. Berkeley at Crossroads Trading Co.

### Tires \*Recycle & Disposal\*

1201 2nd St. in Berkeley at the Berkeley Transfer Station/Oil Recycling Depot

# Moving Out Guide University Village Albany



## Sustainable Family Living at UC Berkeley



[www.naturevillage.org](http://www.naturevillage.org)  
[info@naturevillage.org](mailto:info@naturevillage.org)



The Green Initiative Fund  
University of California, Berkeley

# MOVING OUT GUIDE

## plan & organize

WEEK 1

- 1 Go to the Village's Office to submit the *Intent to Vacate* form and schedule an inspection of your apartment at least 30 days prior to your selected vacating date.
- 2 Create a timeline to organize your personal deadlines to sort, sell, donate, recycle, and pack. Pre-cleaning the stove, refrigerator, bathrooms, windows, blinds, and shades will reduce stress and save time.
- 3 Schedule help from friends, family and babysitters to take care of your children while you sort, donate, pack, and clean.

## sort to reduce expenses & waste

WEEK 2

- 1 Get containers to sort items you will sell, donate or throw away. You may be able to begin packing as you sort.
- 2 Clean one room at a time. Begin with the room that has the least amount of items used daily. We recommend the following order (adjust as needed): Storage room, storage closets, living room, bathrooms, bedrooms, and kitchen.
- 3 Use all the food in your kitchen. If needed, buy only small quantities of additional food.
- 4 Begin to bring items like batteries, lightbulbs, etc. to the recycling and disposal centers listed in the "List of Resources" in this guide.

## sell & donate

WEEK 3

- 1 Sell items online. The Village's message board, Ebay and craigslist are good online resources. Please refer to the "List of Resources" section.
- 2 Donate items & unwanted food to friends, neighbors and agencies. Please refer to the "List of Resources" section.
- 3 Yard sales are great venues to sell your items:
  - Nature Village organizes yard sales and donation activities throughout the year.
  - Have your own yard sale on a Saturday & Sunday: You can place outside your door boxes with items to sell.
  - Several neighbors have organized an "at home" sale; however, it's often done on the last days when opening your door to strangers may be ok for you.

## final packing & disposal

WEEK 4

- 1 Save money and reduce garbage by utilizing your towels, sheets and clothing to cushion or protect fragile items such as electronics, picture frames & lamps.
- 2 Deliver broken or unwanted products to the appropriate local agency. Please help reduce penalty fees on waste disposal and reduce garbage sent to landfill. View the enclosed "List of Resources" to find nearby agencies.
- 3 Clean your apartment with non-toxic & home-made cleaning products – see list [www.naturevillage.org](http://www.naturevillage.org) You can reduce water and soil contamination, as well as, protect your family from toxic products. Follow the cleaning guidelines from University Village.