

Costume Shop Hours

Spring 2008

Monday – Friday

Noon – 5:00

COM 215

ext. 6081 (360-867-6081)

To check-out costumes:

Come during open hours. They are mentioned on our phone message and posted on the Costume Shop door.

Call x 6081 to make an appointment. Leave your name and contact info. . . and for god's sake, *speak slowly, enunciate, spell your name* for us if it will help, and repeat your phone number or email address (again, *slowly!*), especially if you are calling us from a cell phone (we can't return calls when every-other number is unintelligible or nonexistent because of bad reception.) Please give us at least 3 days warning.

Bring your student ID. We need you're A# for checkout.

You may check out items for as long as you think you need them, though we reserve the right to recall items before the due date (this is rare.) Please return items that you no longer need even if there are other things that you are still using. You may extend all or part of a checkout; this can be done in person or by leaving a phone message.

Do not check out items for other people. If your name is on the checkout you are the one financially responsible for late, lost or damaged items.

Never, never, never leave returns in the hall. Returns must be made during open shop hours, and brought to the attention of a shop assistant. Do not simply "drop off" costumes in the shop without permission *and* a note with your name and contact info. You may return items for others, or have other people return items for you, but remember who is financially liable if anything goes wrong and something gets lost or damaged.

Don't wait until the last minute. We have lots of fun stuff! It takes time to look through it all, and time for us to do the actual check-out. Our employees are students like you; they may need to get to class or catch a bus. If we are able to stay late for you, we will. But don't make assumptions. Plan ahead!