**Confiscating Items in the Residence Hall**

These items include hot pots, halogen lamps, incense, microwaves, candles, etc.

When items are discovered, the student should bring the object to the RD office (or area designated by the RD).

The item should be logged in the confiscated items log.

*If an item is found during room checks over a break* - Have the student remove it when they return, do not remove it for them.

The item should be logged out of the confiscated items log when it (the item) is returned for the trip home or off-campus.