Any personal property with an estimated value of less than $250 that is left or found on the premises of University Housing will be subject to the following:

- Items found in sleeping rooms will be bagged and labeled with the location and date found and stored by Facilities Operations.
- A 14 day waiting period will ensue, at the end of which ownership shall immediately transfer to UNL and will be subject to UNL’s policy on surplus property.
- All data storage and electronic devices found will be turned into the front desk. Conference Services will log these items and turn them into UNL Police at the end of the 14 day period.
- All cash, checkbooks, credit/debit cards, wallets, purses and prescription medication found will be turned into the front desk. Conference Services staff will log these items and turn them in to UNL Police immediately.

Any personal property with an estimated value of $250 or more that is left or found on the premises of University Housing will be subject to the following:

- Items found in sleeping rooms and common areas will be bagged and labeled with the location and date found and turned into the front desk where they will be logged and stored.
- A Housing staff member will attempt to notify the conference guest or the organizer of the event the guest attended by sending an email and trying to contact them by phone.
- This contact should happen within a week of the guest checking out, describe the property found, the date by which the property must be claimed and include contact information to claim the property. The date by which the property must be claimed will be 14 days from the first attempt to contact the property owner.
- If the property has not been claimed by the specified date, the property will become the property of UNL and will be subject to UNL’s policy on surplus property.
- All data storage and electronic devices found will be turned into the front desk. Conference Services will log these items and turn them into UNL Police if not claimed by the specified date.
- All cash, checkbooks, credit/debit cards, wallets, purses and prescription medication found will be turned into the front desk. Conference Services staff will log these items and turn them in to UNL Police immediately.