

WELCOME to Eastgate!

We hope you enjoy your time here! Please feel free to contact us with any questions you may have. We look forward to meeting you!

WHO WE ARE

Eastgate Manager

Carla Bengtson
carlab@mit.edu
Monday – Friday
8:00 A.M. to 4:00 P.M.
(617) 253-7463

Contact Carla with housing questions concerning moving out, facilities emergencies, business hours lockouts, lost keys, storage room, etc.

House Master

Katharina Ribbeck
ribbeck@mit.edu
Apartment 28C
(617) 642-9084

The House Master is an advocate for graduate students and their families, the link between the family housing communities and the administration, and a strong resource for all types of residential life issues and any questions you have about life here.

Eastgate Executive Committee (EEC)

See us on the hallway posters or look us up on the website to learn more about what we do!

- The officers of Eastgate Executive Committee (EEC) act to represent the interests of the Eastgate Community Association (ECA) in accordance with the Bylaws of the ECA Constitution.
- Plan events and activities for Eastgate residents and actively participate in MIT student-body meetings to represent the interests of Eastgate residents.
- Act to keep residents informed about relevant issues that may affect their life at Eastgate.
- All residents are members of ECA and may be as active as they wish. Please consider supporting our community by attending ECA events and helping to plan future events.

PLEASE NOTE

No wireless routers are allowed in Eastgate, because they interfere with the MIT network.

NO Smoking in Eastgate, EVER.

GETTING SETTLED

Important Numbers

EMERGENCY

- (617) 253-1212...or dial x100 from any MIT phone for MIT Police, Fire, Ambulance, First Aid)
- Campus Police (non-emergency + lock-outs)
- (617) 253-2996
- Maintenance (atlas.mit.edu)
- (617) 253-7463 (days)
- (617) 253-1500 (nights)
- MIT work/life center (worklife@mit.edu)
- (617) 253-1592
- MIT Medical
- (617) 253-4481 Urgent Care

Important Mailing lists

To sign up for Eastgate mailing lists please go to the eastgate website homepage: eastgate.mit.edu

eastgateinfo@mit.edu

- Important building and maintenance updates.

eastgate-events@mit.edu

- All events organized through the Eastgate Executive Committee are announced on this mail list. There is also a weekly summary of all MIT and Eastgate events, including Boston events. This e-mail gets sent out weekly.

eastgate@mit.edu

- This list is used informally for buying/selling furniture and baby items and other topics of general interest in Eastgate.

Child care

Contact MIT work/life center (worklife@mit or 617-253-1592) for childcare information
hrweb.mit.edu/worklife/welcome

ID Cards

- Required for access to Eastgate and most MIT buildings including the SLOAN Parking Garage.
- Located W20-021 (Student Center) from 0900-1700, 617-258-6510
- Spouses can also obtain MIT ID (ask card office for more info)
- For security reasons, all external Eastgate doors, and side doors must not be left open.

MIT Mobile App

Has campus maps, shuttle info, events, maintenance requests, and provides emergency alerts. Available for Android and iPhone.

MIT Certificates ist.mit.edu/certificates

Needed to book the Eastgate Lounge

Network Connection

After getting an Athena account, you can arrange for the network connection in your apartment to be activated. A web form for creating a network connection is located at: <http://rcc.mit.edu>.

Cable TV (ist.mit.edu/cable)

Eastgate no longer has cable TV; however it is possible to watch cable using Comcast's XFINITY on Campus service. More info on Eastgate website

Air Conditioner

- The air conditioner you buy will have to fit in the bay allocated for it in your wall of 28 1/2 inches wide by 16 1/2 inches tall by 15 inches deep. There are two outlets near the a/c bay so you can buy either a 110V unit or a 220V unit.
- It is your responsibility to put the AC in the bay. If the cover is painted on, submit a repair request and the Maintenance Mechanic will remove the cover for you. The cover must stay in your apartment.
- A 12,000 BTU air conditioner is recommended for center 1-br apartments, and a 15,000 BTU AC is recommended for corner 1-br apartments.

Prohibited Appliances

- Portable dishwashers and washing machines are not allowed in Eastgate

Parking

- Residents of Eastgate may buy a parking permit through the Parking Office. They are located in W20-021, 8-6510. Carla has new forms at the beginning of each year.
- Temporary parking passes are also available at the parking office. Please visit <http://web.mit.edu/facilities/transportation/parking/visitors/> or e-mail parking at mitparking@mit.edu

Garbage Disposal & Recycling

- The garbage disposal in your kitchen sink is activated by placing the stopper at a particular angle in the drain.
 - There is a room on each floor which contains garbage receptacles. The rooms are accessible from the stairwell. Place trash in plastic bags and leave the bags in the barrels provided.
- ***see info about composting and recycling in the welcome pack*****

----- **COMMUNITY AREAS** -----

Penthouse Lounge

- The Penthouse Lounge may be reserved for private parties. See eastgate.mit.edu
- The reservation fee is a bargain - \$10 for 3 hours. Note you must have an alcohol permit to use alcohol in the lounge (See Eastgate manager)

Eastgate Grill Area

- Available on a first-come, first-serve basis (sharing encouraged)
- Please be courteous and clean the grill area after use. Details on how to clean the grill are printed out and posted in the BBQ pit, as there is a specific way it needs to be cleaned.

Playroom

- There is a children's room with various activities and toys located in the Penthouse.
 - Please contact the Parents Coordinators at eastgate-pc@mit.edu to sign up to become a member of the Co-op.
 - Children must be accompanied by a parent. Users are responsible to clean up after themselves.
- NO FOOD OR DRINK ALLOWED IN THE PLAYROOM.**

Study Room

- A room is available on the penthouse level for silent study. The bookshelf in this room is used for donating books to other residents
- To use the printer see <https://ist.mit.edu/printers>

Storage Space

- Each apartment is allowed to store 2 storage items in the storage space on the first floor.
- Carla will provide access upon request during office hours.
- Dial 617-253-1500 during off-hours to take an item OUT ONLY. Items are limited to air conditioners, luggage, or packed boxes.

----- **EMERGENCIES & MAINTENANCE** -----

Lockouts

- During office hours call Carla @ 617-253-7463.
- After hours and on weekends, contact Physical Plant at 617-253-1500.
- Let them know of any urgent details (such as a baby locked in the apartment, food cooking, etc.)

Maintenance

- Non-urgent maintenance problems need to be opened online, visit atlas.mit.edu (Certificates required), go to "Service Requests" menu, and select the option "Create Request".
- Urgent maintenance problems contact Carla at 617-253-7463.
- If she's not in her office, contact Facilities 617-253-1500 (evenings and weekends, as well).

Plumbing

- The water-efficient toilets in Eastgate are prone to flooding. Please don't flush any paper products other than toilet tissue.
- Flush multiple times when necessary. Call 617-253-1500 to report a toilet flood.

Insect extermination

- If you see a pest contact Carla and open a repair request. During non-business hours call Facilities at 617-253-1500

Medical

(617) 253-4481 :: Urgent Care

- Please visit <http://medical.mit.edu> for important information, including information about insurance.
- Please take the opportunity to visit MIT medical.

---- **MIT RECREATION & ENTERTAINMENT** ----

Eastgate Movie Library

- The EEC maintains a free movie library
- Borrow up to 3 movies at a time for a week
- Access the system through Eastgate website,

MITAC web.mit.edu/mitac/

- In the lobby of the Stata Center (Bldg. 32)
- Discounted tickets to local movies, sports' games, attractions, and organized weekend getaways.
- See website for hours and more info

Athletics daper.mit.edu/

- Student membership is included in tuition for students.
- Spouses and partners can join for a fee (\$220).
- Allows you to use any athletic facility (swimming

pool, indoor track, squash, tennis, and basketball courts.) during open hours. It also enables you to take part in physical education classes, intramural sports, and/or club sports.

- Visit <http://www.mitrecsports.com/> for class schedule

----- **TRANSPORTATION** -----

The MBTA mbta.com

- The MBTA is Boston's subway, bus, and commuter rail provider.
- Visit the website for tools and information to plan your trip.
- <http://web.mit.edu/facilities/transportation/parking/>
- MIT T-pass services: e-mail tpass@mit.edu or call to see if you qualify for subsidized passes 617-253-9701

MIT Shuttles

- Provided on and around the MIT campus. A map a schedule can be found at: <http://web.mit.edu/facilities/transportation/shuttles/>

Safe Ride

- Hours of operation are from 6 PM to 2:30 AM Sunday through Wednesday and 6 PM to 3:30 AM Thursday through Saturday. See http://web.mit.edu/facilities/transportation/shuttles/safe_ride.html
- MIT Police will accommodate requests for after-hour safety rides until daylight. Contact the MIT Police by calling 617-253-1212
- Call safe ride manager for more questions 617-253-2997

BlueBike Bike Sharing

- MIT employees and students can buy subsidized annual BlueBike (formerly Hubway) memberships and ride at a discounted hourly rate.
- Subsidized rate is \$35 (regular \$99). For instructions to signup, see <http://web.mit.edu/facilities/transportation/bicycling.html>