

BU Tanglewood Institute
45 West St,
Lenox, MA 01240



Move-in:

Maintenance Contact:

Boston University Facilities
(617) 358 - 4144

Please let the operator know that you
are on the BUTI Lenox campus.

Parking - There are three designated parking spaces in the circular driveway in front of the building. Other parking areas are located at the east side rear of the building or in the main gravel lot. During the summer months, please use the gravel lot.

Trash and Recycling - Dumpsters for trash and recycling are located outside at the east end of the building adjacent to the little red schoolhouse building. There are rolling totes for all recycling and large dumpsters for trash.

Snow Emergency - Cars may remain in designated parking areas and will be plowed around. Maintenance staff will clear the snow on a regular basis.

Cleaning - Regular cleaning is the responsibility of the tenants. Maintenance staff will clean common areas periodically as needed. If you would like your bedroom cleaned please leave bedroom door open for them. Custodial will do cleaning on Saturday each week.

Supplies - The building is furnished and comes stocked with dishes, utensils, etc. Students should bring their own linens, including twin-long sheet set and towels. Students will be responsible for their own consumables (toilet paper, paper towels, etc.)

Heating - No space heaters are permitted on the premises. Do not start fires in the open fireplaces.

Keys - Incoming residents should plan to meet a designated official on move-in day from Students should leave their keys on the desk upon their departure. Please make sure the front door locks as you leave.

Pets - Pets are not allowed at housing used for BUSM clinical rotations at away sites.

Guests - No guests are allowed

IN CASE OF EMERGENCY: DIAL 911

For all housing needs, please call the BU Maintenance line at (617) 358 - 4144.

For other inquiries or additional support, you may also contact Josh Garcia
jmgar@bu.edu | bu.edu/tanglewood

For assistance with Internet or Wi-Fi coverage, contact BU IS&T at ithelp@bu.edu or (617) 353-4357.