

# Sand Hill Place Apartments

## Property Information



**OFFICE ADDRESS** 2275 Sharon Road, Apt #201, Menlo Park CA 94025  
**CONTACT INFO** Office: (650)752-6225  
**OFFICE HOURS** Monday – Friday, 9:00 a.m. – 5:00 p.m. Please call for appointment.

<b>MAINTENANCE &amp; REPAIRS</b>	<ul style="list-style-type: none"><li>For maintenance requests, email property staff at <a href="mailto:rchappell@spiekercompanies.com">rchappell@spiekercompanies.com</a></li><li>For missing or broken furniture, email <a href="mailto:offcampushousing@stanford.edu">offcampushousing@stanford.edu</a>.</li></ul>
<b>EMERGENCY MAINTENANCE</b>	<ul style="list-style-type: none"><li>Emergency maintenance issues (fire, flood, hazardous materials, etc.) should be reported immediately and at any time by calling (800) 307-3154.</li></ul>
<b>LAUNDRY</b>	<ul style="list-style-type: none"><li>Each apartment comes with a washer and dryer in their unit. There is also an additional laundry room with coin-operated washer and dryers available to the apartment community.</li></ul>
<b>LOCKOUTS</b>	<ul style="list-style-type: none"><li>If you are locked out of your apartment, contact the Off-Campus Housing Service Center at (650) 721-1170 or visit the HSC at 735 Campus Drive. For lockout assistance after hours, call Stanford's R&amp;DE CARE Team at (650) 725-1602.</li></ul>
<b>MAIL &amp; PACKAGES</b>	<ul style="list-style-type: none"><li>Use your correct mailing address, and your assigned mailbox. Packages are left by the mailbox or by the resident's door.</li></ul>
<b>PARKING PERMITS</b>	<ul style="list-style-type: none"><li>There is only one assigned covered parking space per unit. Roommates will need to coordinate parking.</li><li>Additional parking is available in the open parking spots behind the property's building.</li></ul>
<b>QUIET HOURS</b>	<ul style="list-style-type: none"><li>Everyday from 9:00 p.m. – 10:00 a.m.</li></ul>
<b>COMMUNITY RESOURCES</b>	<ul style="list-style-type: none"><li>Visit the Sand Hill Place Apartments website for a site map of the property and other local resources <a href="http://www.sandhillplaceapts.com">www.sandhillplaceapts.com</a></li></ul>
<b>SUBLICENSING &amp; PETS</b>	<ul style="list-style-type: none"><li>Sublicensing is not permitted in Off-Campus Subsidized Student Housing.</li><li>Pets are not permitted in Student Housing. Even if the property allows pets, your contract is with Student Housing, and pets are not allowed in your unit.</li></ul>
<b>RENTER'S INSURANCE</b>	<p>If your family homeowner's insurance plan does not cover your personal property from loss, damage, or theft, consider buying renter's insurance. Stanford University does not carry insurance covering personal property, is not liable for, nor does it assume, any responsibility for theft, destruction, malfunction, failure, or loss of money, valuables, or other personal property. Two widely accepted companies that provide competitive personal property insurance coverage for students are National Student Services (<a href="http://www.nssi.com">www.nssi.com</a>) and College Student Insurance (<a href="http://www.collegestudentinsurance.com">www.collegestudentinsurance.com</a>).</p>
<b>CABLE &amp; INTERNET</b>	<ul style="list-style-type: none"><li>Cable service is not provided. If interested in cable service, you can set up your own account with a service provider.</li><li>For internet issues, contact the OCH Operations Team at <a href="mailto:offcampushousing@stanford.edu">offcampushousing@stanford.edu</a>.</li></ul>

*This information sheet is prepared for Stanford students residing in Stanford University-subsidized off-campus housing only.  
Content of this document is subject to change without notice. For questions, email [ochservicecenter@stanford.edu](mailto:ochservicecenter@stanford.edu).*

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