

For questions or  
more information  
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## Temporary Living

Temporary housing will be coordinated through Primacy Relocation. Talbots' temporary living program is offered in increments of 30 days. This may be extended as necessary; however, this must be approved by Store Recruitment and cannot exceed 90 days. The location will be reserved by Primacy Relocation and address information will be provided to you. You must sign a lease, which will designate the length of stay. All arrangements for you to gain access to the temporary housing will be made through Primacy Relocation. If you have a pet that will be going into temporary living with you, please let Primacy Relocation know, so appropriate arrangements can be made.

A typical temporary living situation includes a furnished apartment with cooking facilities. The apartment will come stocked with all necessities required for day to day living such as, linens, clocks, TV/VCR, coffee pot, iron, etc. You must bring your clothing and personal items to the unit. Please make sure you bring **all** that you need for daily life into temporary living with you. While storage of goods can be provided through *Humboldt Moving and Storage*, you will not have open access to your storage.

Your lodging expenses while in temporary living are reimbursable. However, items such as dry cleaning and general living expenses normally incurred are not covered.

It can be very easy when starting a new position to be distracted from your search for a new home. Please remember that your time in temporary living will go by fast! It may take some time to find a permanent apartment. Please be sure you dedicate time to look for housing options! Work with your District Manager if necessary to schedule time that you can focus on your home search.

## Interim Living

If you have identified a permanent residence, but it cannot be occupied immediately, Talbots may provide interim living arrangements, rather than temporary living. This is normally a hotel accommodation for a period of days/weeks, not exceeding 30 days, and must be approved in advance.

## Storage of Household Goods

Talbots' storage program is offered in 30 day increments, usually not to exceed 90 days. Anything beyond 90 days must be approved by Store Recruitment. All storage will be coordinated through Humboldt Moving and Storage Company/ United Van Lines. Talbots' storage program covers the cost for the goods to be moved into storage, the storage period, and a one-time move out of storage to the final destination. If you need your belongings to remain in storage for longer than 90 days, or longer than Talbots has approved you to be in temporary living, you will be responsible for covering the cost for the portion of storage time beyond the 90 days. Talbots will still pick up the cost to move your goods into storage, the 90 days of storage, and the move of your goods out of storage when that occurs.