

Locker Request Form

Students are required to complete this request form if they wish to reserve a locker. Huron College is private property and all locker usage is by permission only. All locker occupancy is monitored on a regular basis. Individuals who wish to use a locker are required to pay the non-refundable fee of \$10.00.

Regulations and Conditions

Renters are to provide their own lock. If a key or combination is lost, the renter must present their I.D Badge to the College in order to gain access. It is the responsibility of the student to get the lock cut or unlocked.

Huron College reserves the right to: control locker usage through enforcement of locker regulations; prohibit access to any person; restrict usage to any locker for emergencies or other purposes; or redirect locker assignment as required.

Renting of a locker constitutes an agreement on the part of the registering individual to abide by the regulations as enforced by Huron College. The renter agrees to only occupy the locker assigned. The College endeavors to assign lockers appropriately and requests for relocation will be accepted two weeks after the semester has begun, subject to availability.

Huron College reserves the right to cancel the locker assignment and cut the lock and remove contents without notice: within five days of a student leaving the college whether by termination, withdrawal or graduation; rental period expiry date if not reinitiated; for a false declaration on the locker agreement; for continuous abuse of locker agreement and/or privileges; for failure to adhere to regulations; or at any time for just cause.

In the case of a structural emergency (e.g. broken water pipes) or if the safety and security of the College is in question, contents from lockers emptied in these situations will be held for reclamation at no charge. Occupation of an expired locker is a violation. Locks and contents must be removed or the rental reinitiated within 5 days of the expiry date or the lock and the contents may be removed without notice.

Occupation of an unrented locker is a violation. If a locker is illegally occupied, Huron College reserves the right to remove the lock and contents without notice. A \$15.00 reclamation/storage charge will be levied. Payment must be made before the contents will be released. The contents will be held for three weeks before being discarded and the College will not be responsible for any discarded items.

The renter agrees that they will not mount any sticker, labels or appliques to the exterior or interior surfaces of the locker. The renter agrees that they will not place, or allow to be placed, writing of any sort on the external or internal surfaces of the locker. The renter agrees that they will not remove or damage the door, shelves or any of the structure of the locker. The renter further agrees to be responsible for any damage causes to the locker during the rental period, whether structural (removal or mutilation of shelves, door, floor etc.) or visible defacing of surfaces and will be charged for any repair costs. Out of consideration for other renters, keep locker contents clean and odour-free.

Huron College is not responsible for loss, injury or damage to persons and/or contents. In a situation where the College needs to access the locker under any violation of the policy, then the College has the right to cut the lock. In such cases, the College will not be responsible for the lock nor the contents in the locker.

Note: Please contact Front Desk for all issues related to Lockers.

Please sign below, indicating that you understand and will follow the conditions stated above.

Student Name: _____ **Student ID No.** _____

Program Name: _____ **Duration required:** _____

Student Signature: _____ **Date Signed:** _____

For Office Use Only

If allocated, Locker number: _____