

Building: _____

Locker # _____

MANHATTAN COLLEGE LOCKER CONTRACT

All commuter and off-campus students are eligible for a locker. Residential students may not sign up for a locker. **You must have your Student ID** to obtain a locker. Please agree to the following terms:

- Lockers are the property of Manhattan College.
- You must use the lock issued to you by Orientation Office at all times. Personal locks are not permitted.
- If your lock is not left on your locker after May 18th, 2018, your student account will be billed \$50 to replace the lock provided.
- You must contact Orientation Office and vacate the locker prior to transferring, graduating, or when the locker is no longer of use to you.
- The strict deadline to vacate your locker 2017-2018 academic year is **May 18, 2018**. All contents left in lockers after this date will be disposed of.
- Please reference the Student Code of Conduct for a list of items that not permitted on campus.
- You must be the sole occupant of the locker. Please do not share the locker or the combination with anyone else.
- Please pay attention to posted signage on or around the lockers for any updates or issues with locker assignments.
- Manhattan College is not responsible for any lost, damaged, or stolen items from your locker. If you are a victim of a theft, please contact Public Safety at (718) 862-7500.

Safety Tips:

- Always double check your locker
- Never share your locker combinations
- Failure to comply with the above mentioned policies may result in disciplinary action. Lockers are available in De La Salle Hall, Miguel Hall, and Leo Hall.

By signing this contract, I understand and agree to the above terms.

Print Student Name: _____

Date: _____

Student Signature: _____

Date: _____

Student Email: _____

Date: _____