

#### Terms and Conditions of Library Locker Rental

Lockers can be hired for a period of 6 or 12 months at a time. The charge for any period up to six months is £15.00 (including VAT) or £25.00 for a year, which can be paid by cash, card or cheque. Please make cheques payable to University of Cambridge.

In addition, a deposit of £50.00 is charged. This is reimbursed on completion of the locker hire on condition that the locker is emptied and the key returned to the Admissions Office. *Reimbursement of the deposit is made by BACS transfer only*

Please note that if the locker hire is for less than 12 weeks and the deposit is paid by cheque we will not be able to return the deposit until 12 weeks has elapsed from the start of the hire. This condition is required by the accounts department.

Locker rentals are not transferable. A locker is for the sole use of the individual who hires it.

All lockers are located within the Library. A valid University or Library card is required to access the lockers.

Lockers must not be used to store or reserve University Library books. The Library Syndicate reserve the right to open lockers and remove any University Library books.

Food, drink and materials that could damage other readers' property must not be stored in the lockers.

The Library Syndicate reserves the right to open lockers and remove any item that constitutes a danger to the Library, readers or readers' property.

The Library Syndicate accepts no liability for the loss, theft or damage of property stored in lockers however caused.

If locker keys are not returned on or before the end of the hire period, the locker will be opened and property removed. This property will be held for 1 month and then disposed of. In this instance, the deposit will be used to fund the replacement of the lock and key.