



LOCKER RENTAL AGREEMENT

1. General

- a. Designated lockers located in Student Union are available for the exclusive use of SSU Commuter students. The Office of Student Life is responsible for the administration and maintenance of these lockers. No one shall occupy a locker without completing a Locker Rental Application and paying the rent and deposit in advance.

2. Use of Lockers

- a. Lockers provided by SSU offer a basic level security for the convenience of renters. SSU assumes no responsibility for, nor custody of contents stored in lockers. SSU **shall not** be responsible for any loss of or damage to locker contents. Locker contents remain the sole responsibility of the Renter at all times. Renters should not store valuable items in lockers. Permanent alterations to lockers are not permitted.

3. Renter Responsibilities

- a. Pay the amount due as stated in the Locker Rental Application.
- b. Provide current contact information and ensure that SSU Facilities are advised of subsequent changes throughout the rental period.
- c. Exercise caution when placing foods, liquids or other substances that may escape into adjacent lockers.
- d. Keep lockers clean and odor free at all times.
- e. Report any maintenance problems with the locker or locker hardware to the Office of Student Life.
- f. Promptly remove all locker contents at the end of the rental period. Articles not cleared within 7 days following the rental period shall be considered abandoned and subject to removal and seizure by SSU. Contents seized by SSU may be discarded without compensation to the renter.
- g. Firearms, weapons, illicit drugs or drug paraphernalia must not be placed in lockers.

4. SSU Responsibilities

- a. Receive and process applications.
- b. Issue an approved combination lock.
- c. Maintain a record of renters and locker assignments.
- d. Accept rental revenues and issue receipts.
- e. Handle repair requests.
- f. Respond to inquiries. Questions regarding lockers may be directed to DeWayne Gilliard, e-mail gilliardd@savannahstate.edu, telephone 912.358.3257.

5. Rental Rates

- a. Rental periods commence at the start of each semester. Rent will not be prorated. Locker rentals will be \$10.00 per semester

6. Fees

- a. \$50.00 if Key is lost
- b. \$75.00 if locker is damaged

7. Dispute Resolution

- a. Every reasonable effort shall be made to settle disputes to the satisfaction of the Renter. However, if a matter remains unresolved, the Director of Student Life, Mr. Desmond Stowe, shall review the matter and render a decision that shall be final and binding.
- b. **SSU reserves the right to open and inspect lockers at any time but specifically to insure compliance with Renter responsibilities listed.**

***** END OF THIS SECTION *****

LOCKER RENTAL APPLICATION

Last Name: _____

First Name: _____

Student Number: 915-_____

Local Address: _____

Local Telephone: _____

Mobile Telephone: _____

E-Mail Address: _____

I have read the Locker Rental Agreement and agree to be bound the terms and conditions described therein.

Applicant Signature:

Date: _____

FOR OFFICE USE ONLY

Receipt Number: _____

SEMESTER: _____ LOCKER #: _____ KEY # _____

Received by: _____

Date: _____