



LOCKER POLICY

Aug 29th 2016

The NYU Shanghai Library has 38 lockers available for individual student use. A student who wishes to use a locker should apply at the Library Information Desk. The library will assign a locker and provide a pre-set combination lock.

Lockers are available on a first-come, first-served basis. Usages are made on a semester basis and are not renewable. Students who wishes to use lockers after one semester need to re-apply at the beginning of the next semester. Students should remove items from lockers and return the combination locks to the library circulation desk by **the last day of the semester**. Items left in the lockers after semester ends will be removed and transferred to public safety. Any personal locks will also be removed by campus facilities.

Lockers may not be used to store food, drinks, perishable items, hazardous materials, or valuable property (such as wallets, phones or laptops). NYU Shanghai is not responsible for any lost, stolen, or damaged items, and/or any loss or damage resulting from the use of the locker. NYU Shanghai reserves the right to open and inspect lockers at any time without prior notice, and is authorized to remove materials that violate the locker agreement.