



Lockers are available at the University of Auckland, Epsom campus, N Block levels 4, 5 and 6. They are available for hire **until 3pm, Monday 19th November** through ESSA. Locker hire is regularly monitored by ESSA executive team members and are subject to the following terms and conditions.

Terms and Conditions:

1. The purpose of each locker is the storage of your OWN personal belongings.
2. Use of your assigned locker is restricted to yourself, do not lend your locker to anyone else.
3. It is your responsibility to lock your assigned locker. ESSA and The University of Auckland will not be responsible for any loss, theft or damage of personal items left in or around lockers.
4. You **MUST** bring your own padlock to secure your locker.
5. You may only use your assigned locker once payment is received.
6. No items that are illegal or against University policy are to be brought on campus or stored in lockers. Such items include firearms, weapons, alcohol and non-prescription drugs.
7. The University can request ESSA to provide access to a locker if there is suspicion of inappropriate use. You will be notified by email if a request is received.
8. Storing food in your locker over the weekend is not allowed.
9. You may only **TEMPORARILY** attach decorative or personal items only to the **INSIDE** of the locker, preferably with blu-tak. You may **NOT** attach stickers to the inside or outside of the lockers.
10. Surrounding your locker will be other students' lockers. Be courteous, patient and respectful towards them and their belongings.
11. Access to the lockers is available from the date of issue until 3pm, Monday 20th November, 2017. On completion of your locker hire you are required to empty the locker to return it to the condition it was in when you began hiring.
12. Payment must be paid to ESSA by cash, eftpos or internet banking transfer as stipulated below.
13. The details that you provide below will only be used for matters related to the administration of locker hire.

Access to locker

- a. From date of issue until 3pm, Monday 20th November, 2018.
- b. N Block, Levels 4, 5 & 6.
- c. Monday – Friday, 7.30am – 5.30pm, not including public or University holidays. Access is limited as the entrances to N Block are closed outside of these hours.

Hire cost

- a. 2018 Semester 1 & Semester 2 (ending 3pm, Monday 19th November, 2018)
\$20.00
- b. 2018 Semester 2 only (ending 3pm, Monday 19th November, 2018)
\$10.00



Application process:

Submit the following application form to the ESSA office during office hours found on the ESSA website (www.essa.co.nz).

The office is located Epsom campus N335 and is usually open between 10:30am and 2pm on Tuesday - Friday during semester, dependent on student volunteers.

By signing the application form you are declaring that you:

- a. Have fully read and understood the above terms and conditions relating to the hire and use of a locker.
- b. Will abide to the terms and conditions.

<p>Applicant details:</p> <p>Name: _____</p> <p>ID Number: _____</p> <p>Email: _____</p> <p>Phone number: _____</p> <p>I, _____ have read and understood the conditions about hiring a locker from ESSA at the University of Auckland Epsom campus. I will abide by the terms and conditions outlined on the previous page.</p> <p>Signed: _____</p> <p>Date: ____/____/2018</p>

Payment details (for office use only):

- Cash
- Eftpos
- Internet banking transfer

Locker Number: _____

Level: N _____

Total received: \$ _____

Date: ____/____/2018

Name (ESSA executive member): _____

Signature (ESSA Executive Member): _____