LOCKER REGISTRATION FORM

[ ] NEW  [ ] SEMESTER  [ ] Largest compartment (Monthly RM15, Semesterly RM40)

[ ] RENEWAL  [ ] MONTHLY  [ ] Medium compartment (Monthly RM10, Semesterly RM30)

[ ] Smallest compartment (Monthly RM5, Semesterly RM18)

STUDENT DETAILS
NAME:
ID NO:
COURSE:
TEL NO (HP):
EMAIL ADD:

LOCKER NO:
PERIOD START:
AMOUNT (RM):
RECEIPT NO:
ISSUED BY:

REMARKS:

RULES & REGULATIONS:
1. Locker owners will be fully responsible for their lockers. If the student damages the lockers, student’s caution fees will be used to pay UCSI University.
2. The Student Council, Student Affairs Office and UCSI University will not be liable for loss of material or property from the lockers. Students are to use the lockers at their own risk.
3. The Student Council and Student Affairs Office will provide reasonable security for the lockers.
4. Students renting the lockers are to provide their own padlock to lock their lockers.
5. The lock, which comes with the lockers, is to be used by the Student Council to lock the lockers when they are vacant, and the students have failed to renew their lockers after the rental period.
6. Renewal of the locker must be done prior to the end of the semester and before the Final Exam commences. Students who have not paid their renewal fee by the last day of the Final Exam week will result in their lockers locked by the Student Council. There will be a penalty fee of RM10 to unlock the lockers.
7. The University reserves the right to access the locker when the locker is suspected of containing contraband. The student will be informed directly and is requested to be present to have the locker inspected.

I, _______________ of Student ID_____________ have read and will at all times, observe above rules and regulations. I hereby agree to be held responsible for any damages or vandalism by my misconduct or action during my rental period. A copy of this letter has been given me for my reference.

____________________________  __________________________
Student’s Signature  Date