**LOCKER USE AGREEMENT**

Instrument: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Locker # \_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student ID #:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address (include city, state, zip):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Semester (circle one): FALL SPRING OTHER

Date Out: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**ONLY FOR USE UPON RETURNING, SIGN AT BOTTOM WHEN CHECKING OUT**

Date Returned: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I understand by signing this agreement, this locker is my responsibility for the semester stated above. Any damage, destruction, or loss of the locker key, while in my possession, must be paid for in full, by me. I understand that lost keys require a new lock to prevent unauthorized access to the locker. **The cost to replace the keys/lock is $5.00**. ARCC will pay for normal maintenance as needed. The Director of Bands will examine the locker and will assess any repair/damage at the end of the semester. The Director of Bands will also designate a day and time for the return of your specific locker key. If this locker key is not returned to the Director of Bands at the prearranged day and time, the following steps will be taken to return the key:

1. A hold will be placed on your records preventing you from obtaining transcripts and registering. The hold will remain on your records until the key is either returned, a replacement lock of the same make and model is purchased by the student, or a fine as been paid to ARCC.
2. ARCC will take all necessary legal action to recover the key or the key’s replacement. This may include, but is not limited to, the use of a collection agency or the Department of Revenue.

I have read the above agreement. I understand and agree to abide by the policies and procedures as stated in the Locker Use Agreement.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_