

Math Department Lockers Policy/Procedures/Application

GENERAL INFORMATION

There are 18 lockers of varying sizes in the math department computer room located in Room BA 6200. These lockers are available to current, registered math graduate students and to other department members at a need/availability basis. Access to these lockers requires a departmental FOB to enter the computer room.

Lockers will be assigned on a first come, first served basis. To obtain a locker assignment, you must complete the application/agreement form found on the Math Department Graduate website, <http://www.math.toronto.edu/cms/current-students-grad/>, under Forms and Resources, and send the completed form to grad-info@math.toronto.edu or returned to the Math Grad Office, BA 6166.

Due to the limited amount of lockers, only one locker will be allowed per student. Lockers are rented out on a yearly basis.

IMPORTANT DATES

Fall Semester

Application/Agreement forms due on the first day of classes and will continue to be accepted until all lockers are assigned.

Pay non-refundable rental fee, and obtain locker assignment and combination lock.

Summer Semester

Clean out and return lock by August 31.

TO OBTAIN A LOCKER

You MUST come to the Math Graduate Office (BA 6166) to get your locker assignment and combination lock. At that time, you must pay a non-refundable rental fee as follows:

1. \$20 for a small locker (approx. 11"Wx17"Dx12"H).

2. \$40 for a half-locker (approx. 11"Wx17"Dx36"H).
3. \$60 for a full locker (approx. 11"Wx17"Dx72"H).

You may pay only with cash and you may keep the lock at the end of the rental period.

TERMINATION OF LOCKER ASSIGNMENT

Locker users who do not empty their lockers and/or return their locks by or before the applicable date indicated herein will forfeit the opportunity for future locker assignments. Email notices will be sent to students who fail to remove their personal property from their respective assigned lockers as directed under this policy. Valuable personal property including, but not limited to, keys, wallets, jewelry, and laptops left in lockers after the deadline ***will be sent to the U of T Police***. All other personal property will be held at the Math Grad Office for four weeks after the e-mail notice is sent. If arrangements are not made to pick up personal property within four weeks, the items will be disposed of.

The Mathematics Department will not be liable for the loss, theft or disappearance of, or damage to, personal property stored in lockers. The Mathematics Department is not responsible for unclaimed or abandoned personal property from expired or cancelled locker assignments. **The Mathematics Department reserves the right to periodically inspect lockers without prior notification.**

Lockers may not be used to store perishable food for extended periods of time. Additionally, students may not store hazardous materials or alcohol in the lockers. Any violation of these policies will result in the cancellation of your locker privileges without refund. The Math Department will e-mail you a notice of cancellation, and you will have one week to clear out your locker.

**APPLICATION AND AGREEMENT
FOR MATH DEPARTMENT
GRADUATE STUDENT LOCKER
2011-12**

NAME OF STUDENT:

STUDENT #:

E-MAIL:

PHONE NUMBER:

ADDRESS:

LOCKER SIZE OF PREFERENCE (FULL-SIZE,
HALF-SIZE OR SMALL) IN RANKED ORDER:

I have read and agreed to the locker policies outlined in this document.

Signature:

Date:

*E-mail completed form to grad-info@math.toronto.edu or drop off at
the Math Graduate Office, BA 6166.*