Charles Chang Innovation Centre –
Residence Storage Locker Agreement

Note: To complete this document, you must read and send a signed copy via email to housing@sfu.ca in order for the Residence Storage Locker Agreement to be processed and approved.

A limited number of storage lockers in the south bike room are available to CCIC Residents while they are living in CCIC Residence under a valid contract.

Fees are $100 per term and may be rented for one term, or one year. Fees are not prorated.

All lockers are subject to applicable SFU Residence and Housing policies. SFU Residence and Housing reserves the right to alter the policies governing the use of lockers at any time, and will provide written notice to all locker holders of any change to this agreement.

Student Name: __________________________  Email Address: __________________________
Student Number: ________________________  Contact Telephone #: ______________________
Room: ______________________

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Storage Locker Terms & Conditions

Failure to abide by any of these terms and conditions may result in the termination of your locker agreement.

1. SFU Residence and Housing is not responsible for loss or damage to any items stored in these lockers.
2. Locker fee is charged on a term basis and is not refundable if cancelled prior to end of term.
3. Only one locker may be assigned to any one person at a time and only the assigned person may access and use the locker assigned to them.
4. Use of the locker is restricted to storage only.
5. Only the provided locks can be used to secure the locker. Any other or additional locks will be removed and the locker assignment will be terminated. Lost keys will result in a $15 lock replacement charge.
6. No illegal substances, flammable materials, dangerous chemicals, explosives, or weapons of any kind may be stored inside the lockers.
7. No items may be affixed and no permanent markings may be made to the interior or exterior of the lockers.
8. All items must be stored completely within a locker. All items left outside of a locker, whether secured or not, will be removed and impounded. After 5 days, impounded items will be handed over to SFU Security Lost and Found.
9. SFU Residence and Housing reserves the right to open a locker with or without the consent of the person to whom the locker is checked out:
   a. if there is reasonable suspicion that a locker is being misused
b. in the case of an emergency, including in the case of structural emergency (e.g. broken water pipes or electrical line repair)
c. where reasonably required for reasons of campus safety or security or law

10. It is the responsibility of the locker user to report any damage or needed repairs to SFU Residence and Housing.
11. Any items left in a locker after the resident’s check out, after the end of the assigned locker period, or after termination of this agreement by SFU Residence and Housing will be removed and impounded. After 5 days impounded items will be handed over to SFU Security Lost and Found.

**Locker Renter Signature: **(MANDATORY):

Signature: ____________________________ Date: ____________________________

**TO BE FILLED OUT BY THE CCIC Res Life STAFF **(MANDATORY):

Locker Issued: ____________________________ Lock/Key #: ____________________________
Start Date: ____________________________ End Date: ____________________________

**OFFICE USE ONLY:**

☐ Charges to Student Account ☐ Locker and keys issued in Starrez

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