

### **SMU Locker Rental Terms and Conditions**

1. All lockers are the property of SMU.
2. SMU has appointed Kaichi Spacemaster Pte Ltd as the vendor for locker rental management and maintenance.
3. Lockers located in SMU are available for booking by SMU matriculated and active students only.
4. Locker rental prices are based on 1 academic term (19 Aug to 06 Dec 2024) with no pro-rate.
5. Students would have to re-apply for locker rental every academic term and availability is based on a first-come-first serve basis.
6. Every application for locker rental is considered as a fresh application and users would not be assigned to any previous locker (that was assigned from previous academic terms).
7. Applications must be done using the student's SMU email account. No refunds will be given for multiple bookings or applications made with a non-SMU email address.
8. Each student is only allowed to apply for rental of one locker only during each academic year.
9. A locker is assigned to a student on an exclusive basis and is non-transferable. Use of a locker by another student (other than to whom it is assigned) is forbidden. Misuse of a locker may lead to immediate termination of locker privileges and blacklist from any future locker application.
10. Unauthorised use of any locker is prohibited. A locker, once found to be illegally occupied shall be cleared by SMU without prior notification and the contents disposed as SMU has no means to trace its rightful owner. A locker breaking fee may be charged.
11. Student must utilise the given padlock on the assigned locker. Personal padlocks are not allowed. SMU reserves the right to forcibly open lockers with personal padlocks and remove all items inside the locker without prior notice. A locker breaking fee may be charged.
12. Upon assignment and during use, students are responsible for reporting any damage or needed repairs to the vendor at [admin@rent-a-locker.com](mailto:admin@rent-a-locker.com).
13. Students are not permitted to affix anything to the interior or exterior of their lockers.
14. Students are advised not to place any valuable items inside their lockers and shall be personally responsible for the items they place inside or outside their lockers.
15. Flammable materials, dangerous chemicals, explosives or weapons of any kind are strictly prohibited inside the lockers. Likewise perishable items, illegal or controlled items and substances such as drugs or alcohol are also strictly prohibited inside the lockers.
16. During the rental period, SMU reserves the right to open a locker without the consent of the registered user in instances where "SMU Locker Rental Terms and Conditions" are being abused or in the case of an emergency situation as perceived by SMU and/or the authorities.
17. All personal items must be stored completely within a locker. All items left outside of a locker, whether secured or not, will be removed and disposed accordingly.
18. SMU will not be responsible for any loss or damage to the personal property placed inside and/or outside the lockers.
19. If a student has caused any damage to the locker or has lost the padlock, he/she will be required to pay for the repair cost and/or replacement cost.
20. For annual cleaning and maintenance, students must clear their lockers by 20 December 2024. Students would be informed and reminded to do so prior to 20 December. After this date, SMU reserves the right to open all lockers and remove all items found in the lockers without any permission from the students.
21. By accepting the locker rental offered by the vendor, the registered user has agreed to the above terms and conditions.