

SITI HASMAH DIGITAL LIBRARY
REGULATIONS FOR USE OF LOCKERS

1. Trimester Rental : **RM 7.00/month**
2. Students are prohibited from storing the following in the lockers:-
 - a) Obscene articles, magazines, photos, etc.
 - b) Drugs or poison
 - c) Stolen articles
 - d) Any other items prohibited by law.
3. Any damage to the lockers should be reported to the Library immediately. Charges involved will be borne by the student.
4. The Library reserves the right to make spot checks on the lockers.
5. Students are advised not to store valuable items in their lockers. The Library will not be responsible for any loss or damage to articles stored in the lockers under any circumstance whatsoever. However, Library will take all reasonable precautions to prevent loss of items.
6. Students are to ensure that their lockers are kept clean and tidy at all times.
7. Students are responsible for the safekeeping of their own locker keys. In the case of lost, a fine of **RM 10** will be imposed for key replacement. Students who forget to bring their locker keys and request for Library assistance to open their lockers will have to show proof of identity as well as pay a charge of **RM2 each time** the locker is opened for them.
8. The Library reserves the right to impose and amend conditions including charges for rental of lockers.
9. A fine of RM0.50 per day will be charged for failure to return the locker keys after the rental expiry date. After which if the key is still not returned, the contents of the locker will be emptied and the lock changed.