

LOCKER USE REGULATIONS

1.0 PURPOSE

The purposes of these Locker Use Regulations are:

- 1.1 To set out rules and principles for locker usage at Sheridan; and
- 1.2 To control locker usage and set expectations through enforcement of these Locker Use Regulations.

2.0 APPLICATION AND SCOPE

These Regulations apply to all users of a Sheridan locker ("User"). The use of a locker constitutes an agreement on the part of the User to abide by these Regulations and the Locker Use Agreement signed by the User.

3.0 REGULATIONS STATEMENT

Sheridan is private property and all locker usage is by permission only. As such, any damage to the locker will be the User's responsibility.

Sheridan College explicitly reserves the right to:

- control locker usage through enforcement of these Locker Use Regulations and the signed Locker Use Agreement and any additional associated procedures, all of which may be amended from time to time;
- restrict usage of any locker;
- redirect locker assignment as required;
- inspect and/or access a locker in certain circumstances as is more particularly out in detail below in Sections 3.2 and 3.3; and/or
- inspect any locker without a warrant where Sheridan has a reasonable suspicion of wrongdoing relating to the contents of the locker (see also section 3.3 below).

3.1 USER AGREEMENT

The User agrees to occupy only the locker assigned by Sheridan. Locker assignment will be made only following submission and approval of a completed Locker Use Agreement and proof of purchase (receipt from online transaction). Sheridan endeavours to assign lockers appropriately and requests for relocation will be accepted two weeks after the semester has begun, subject to availability.

The User agrees not to mount or allow to be mounted any stickers, labels, appliqués or similar objects to the exterior or interior surfaces of the locker. The User agrees not to place, or allow to be placed, writing of any sort on the external or internal surfaces of the locker. The User agrees that they will not remove or damage the door, shelves or any part of the structure of the locker. The User further agrees to be responsible for any damage

caused to the locker during the rental period, whether structural (removal or damage to shelves, door, floor, etc.) or visible defacing of surfaces (graffiti and stickers) and will be responsible for any repair costs.

User agrees not to store or place into a locker any flammable or explosive items, firearms, weapons, illegal drugs, or similar items.

It is the responsibility of the User to notify Sheridan of any problems with or suspicions related to their locker.

Sheridan reserves the right to cancel any locker assignment and remove the lock and contents without notice or warrant in the following circumstances, which include but are not limited to the following:

- within five (5) days of a User's termination, withdrawal or graduation from Sheridan
- after rental expiry date
- for a false declaration in the Locker Use Agreement
- for failure to comply with the Locker Use Agreement or these Regulations
- in the case of structural emergency (e.g. broken water pipes or electrical line repair)
- where reasonably required for reasons of campus safety or security
- where Sheridan is required to do so by law

Users may be required to remove their belongings from the locker in a situation where Sheridan decides to remove or change the location of the lockers. Sheridan will provide a replacement locker when possible.

3.2 FEES AND REFUNDS

Locker fees are set annually for the academic year (September through August) and fees apply to the use of a locker only. Renters must provide their own lock and assume sole responsibility for any damages to the lock that may be incurred.

A full refund may be granted within the first 10 business days of the semester in which the locker rental period was initiated. No other refunds in whole or in part will apply.

3.3 NOTICE TO USERS OF INSPECTION/WAIVER OF RIGHTS

Sheridan reserves the right to inspect any locker and remove offensive or illegal items. Any such items may be turned over to relevant authorities. Inspections must be based upon probable cause and shall not be arbitrary.

Sheridan is subject to the *Canadian Charter of Rights and Freedoms* (the "*Charter*"). Section 8 of the *Charter* gives all individuals the right to be secure against unreasonable search and seizure. However, use of a Sheridan locker constitutes consent to Sheridan searching a User's locker where Sheridan holds a reasonable suspicion of wrongdoing relating to the contents of the locker, or in other circumstances as described in 3.2. By using a Sheridan locker, the User waives all rights he/she has under section 8 of the *Charter* as against Sheridan and its employees or agents.

3.4 UNAUTHORIZED USE/RECLAMATION CHARGES

Where locker contents are removed for reasons of structural emergency or safety reasons (as described in 3.1), contents from emptied lockers will be held for reclamation at no charge for a period of 30 days. Following the

30-day period, the contents will be discarded, and Sheridan shall not be responsible for any loss or damage resulting from discarding those items.

In all other cases of unauthorized use as described in 3.1, the lock and locker contents may be removed without notice. Sheridan will not be responsible any loss or damage resulting from discarding those items.

Lockers must be emptied by the user by the last day in April in a given year. All non-vacated lockers will be emptied by Sheridan Security beginning the first business day of May. All belongings obtained from lockers will become the property of Sheridan and will be disposed of with no obligation on Sheridan to preserve any property or belongings.

3.5 LIMITATION OF LIABILITY

Sheridan is not liable to any User for any losses arising from use of lockers or damage to items kept in lockers.

Valuable items are not to be kept in lockers. Users are responsible for the safety and security of their belongings.

4.0 RELATED DOCUMENTS

Locker Use Agreement

FAQ: How do I get a Locker? (Procedure)