

## **MACAO POLYTECHNIC INSTITUTE LIBRARY REGULATIONS ON THE USE OF LOCKERS**

1. Lockers are designated for MPI Library Readers to store their personal belongings.
2. Please read and follow the locker usage instruction before using the locker.
3. In the event of a malfunction of the locking mechanism, the library staff must be informed.
4. Lockers can only be used during the Library opening hours on a first-come, first-served basis. All lockers must be emptied each day before closing time.
5. The Library will clear the lockers each day after the opening hours and it will not be responsible for keeping anything left in the lockers. The items removed will be treated as lost property. Food will be disposed of immediately without any right to reimbursement. Any items found belonging to other libraries will be returned to them.
6. Readers are advised not to store any valuables such as tablet computer, mobile phone or wallet in the locker. The Library will not accept any liability for lost, damaged or stolen items.
7. The Locker shall not be used for storage of any materials deemed to be inappropriate by the Institute, e.g. food or drink not in sealed containers, perishable items, illegal or dangerous substances, items with a noticeable aroma etc.
8. In case of suspicion of misuse of lockers or in emergencies, the Library is entitled to open, check and, if necessary, clear these even in the absence of the user.
9. Readers are responsible for any malfunction and damage to any components of the lockers and they are required to pay the full value plus the shipping and handling fees for any replacements.
10. On using a locker, the user accepts these Regulations as binding.

Library  
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