LAKE WASHINGTON INSTITUTE OF TECHNOLOGY

LWTech.edu

Bike Locker Rental/Use Agreement Form

Cost: $10 per quarter, per box

Key Deposit: $10 per quarter, per box To be refunded upon return of key to Facilities E199G

Total: $20 per quarter

Rules and Understanding of Use:

1. Bike Lockers are rented by the quarter to students, faculty, or staff at the college (LWIT). The key **MUST** be returned to Facilities & Operations (formerly Campus Services) in the East building near the cafeteria (East 199G) in order to receive the key deposit back.
2. The bike owner is responsible for the bike and/or belongings locked in the bike locker. The college makes no express or implied warranty as to the security of the bike lockers or the locks. The bike owner agrees that the college is NOT responsible for theft or any damage or the loss of the bike while in storage.
3. The locker is for use by ONE renter or user ONLY and is not transferable during the quarter.
4. There are only 4 bike lockers at the college. If there are more requestors than lockers, they will be rented on a first come-first served basis.
5. The college has the right to enter any locker for the purpose of maintenance, relocation, etc. The locker's owner will be notified, if access has been made by the college during the quarter by written notice inside the locker.
6. This form is to be filled out and taken to the cashier for payment. A copy will be sent to or retained by Facilities (E199G) If and when the locker is approved by Facilities, the applicant will be notified. The requestor has 10 working days to pick up the key. After 10 days it will be assumed that the locker is available for rental to another user.

Print Renter's Name: _____ Phone (cell) _____

Check 1: ☐ Faculty ☐ Staff ☐ Student Email: _____

Department: _____ or Instructor's name: _____

Locker requested for: ☐ Fall ☐ Winter ☐ Spring ☐ Summer Quarter

I understand and Agree to the above terms of this agreement:

Signature: _____ Date: _____

For

Cashier's office: $_____ Amount Received Date: _____ By: _____

Dept. _____ Date Key returned _____ Refund of key deposit approved by _____

Locker Rental Approved by: _____ Date: _____

Locker # _____ Key given (#) _____

☐ Request denied; try again next quarter