

Library locker terms and conditions 2018-19

- The hire fee is £5 and non-refundable even if you do not collect your key.
- Library lockers are for the storage of **borrowed** library items and study material only.
- Lockers are hired out for the current academic year.
- Lockers are not transferable.
- Routine locker checks are made throughout the year. If unissued library material is found in your locker during a routine staff check, you will lose your locker.
- For health and safety reasons we ask that you do not store perishable food items in your locker.
- You must empty your locker and return the key by the due date.
- Any items left in your locker after the due date will be removed and held for a maximum of one month, after which time they will be disposed of.
- Staff are unable to open your locker if you forget your key.
- **If you lose your locker key**, please contact Library.Locker.Enquiries@lse.ac.uk. There will be a £5 replacement charge payable via the LSE e-shop. When the charge is paid, staff can unlock the locker once, to allow you to retrieve your belongings (Monday-Friday 9am-5pm) in advance of the key being replaced.
- The Library accepts no responsibility for property stored in lockers. You are strongly advised against storing valuable items in your locker.