

Team Project Lockers - Conditions of Usage

1. The team is responsible for all equipment in the locker. Any loss of equipment will need to be paid for by the team.
2. The team is responsible for the combination to the lock, and must not share it with anyone not in their team.
3. Under no circumstances are locks to be taken out of the room !!
4. In the case of the lock combination being compromised, the team can ask to be given a new lock with a different combination.
5. The lockers are to be used for the storage of equipment, circuits, tools, etc relating to the course only. Absolutely no food, drink, or dangerous materials are to be stored in the lockers.
6. Team Project Staff and Lab Staff have the combination and override key to each locker, and locker inspections may occur at any time. Any teams found storing non-permitted materials (see para 5) will be referred to the Engineering & Technical Support Manager and dealt with under misconduct proceedings.
7. At the end of semester, during Demo Day, the team must return their toolbox and any other items which were issued to their locker. *Failure to return or replace missing items may result in marks / final results being withheld.*

Student Signatures

COURSE

GROUP #

I / We have read and fully understood the Conditions of Usage and agree to comply with these conditions.

NAME <input style="width: 90%;" type="text"/>	SIGNATURE <input style="width: 90%;" type="text"/>	DATE <input style="width: 90%;" type="text"/>
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LAB SUPERVISOR

YEAR

SEM

Equipment & Combination Code Issued to Group	SIGNATURE <input style="width: 90%;" type="text"/>	DATE <input style="width: 90%;" type="text"/>
Equipment Returned or Replaced by Group	SIGNATURE <input style="width: 90%;" type="text"/>	DATE <input style="width: 90%;" type="text"/>

Remarks

Lab Supervisor to retain this document until all items are accounted for (or replaced) and signed for.
Please return completed document to the Engineering & Technical Support Manager