



## **Day lockers no. 1-64, 421-476 and 601-624 with padlock: regulations**

Based on art. 12 para. 6 of the Statutes on the Use of the Library of the University of St. Gallen (Library Statutes) of 20th October 2015.

### **Conditions of use, locking and unlocking, overdue fees**

- Users have to bring their own padlocks.
- The lockers must be emptied not later than 15 minutes before closing time. Thereafter the lockers will be barred.
- The lockers will be unbarred during library opening hours for an overdue fee of Fr. 5.- per diem. The fee must be paid in cash (max. Fr. 30.- for 6 days). The locker will be unbarred by library staff with a master key with the user present. The user will have to identify himself by showing the appropriate padlock key.

### **Any padlock remaining after 7 days will be cut off**

The items from the locker will be stored for two months. After paying a fee of Fr. 40.- (Fr. 30.- overdue fee; Fr. 10.- unlocking charge) and after correctly describing the contents of the locker, these items will be restored to the owner. The library reserves the right to dispose of items of relatively low value (less than Fr. 50.-) after breaking open the locker. After two months all the contents will be disposed of.

### **Cutting off the padlock in case of loss of key or for other reasons**

The user will have to fill out an order form in case the padlock has to be cut off by library staff. A fee of Fr. 10.- will be charged for this service. It must be paid in cash.

The library of the University of St. Gallen does not accept any liability for theft or damage of the contents of the lockers or the padlocks.