

# Locker Rental Policy

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## Policy Statement

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AUC Sports Complex Lockers are available only for AUC Community (Students, Staff and Faculty)

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## Reason for Policy/Purpose

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Provide Athletes and Gym Users Lockers in the Sports Complex Locker rooms.

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## Who Approved This Policy

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Athletics Director

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## Who Needs to Know This Policy

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ALL AUC Community (Students, Staff and Faculty)

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## Web Address for this Policy

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<http://in.aucegypt.edu/student-life/office-athletics/locker-rental-service>

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## Contacts

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Responsible University Official: Athletics Department

Responsible University Office: Athletics Office Room # 1006

If you have any questions on the policy or procedure for locker rentals policy, you may:

1. Call: Marwa EL Masry at 2615-4058, or
2. Send an e-mail to [athletics@aucegypt.edu](mailto:athletics@aucegypt.edu)

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## Definitions

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| Term (alphabetical order) | Definition as it relates to this policy  |
|---------------------------|--|
| Locker Rental Agreement   | AUC Athletics Department provides locker rentals lock, keys and towel service. The pad lock is AUC property. At the completion of your rental you may return your pad lock and the original keys for a 100 LE refund. Locks not returned by the clean out date will forfeit the deposit. All Lockers must be cleared by the appropriate date of every rental semester. No Exceptions. Items not removed will be stored and returned upon paying a fee. |

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## Policy/Procedures

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Fill in the locker rental online form (Note: you will need to log in with a valid AUC email account). Print the form and determine the fee based on the desired rental period. Pay at the cashier's office located in the Administration Building on the ground floor. Submit the payment receipt to the Department of Athletics located in the AUC Sports Center on the first floor, room 1006, to receive the keys for your assigned locker and a sticker for the towel service.

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## Forms/Instructions

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Fill in the online form:  
<https://www4.aucegypt.edu/sports/login.aspx?Form=locker>

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## History/Revision Dates

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Origination Date: December 2016

Last Amended Date: December 5<sup>th</sup>.2016

Next Review Date: August 2017