



## LOCKER HIRE AGREEMENT

I agree to only use my locker before school, during recess and lunch and after school. If I am found using my locker at any other time, I understand that the following procedure will be followed:

1. On the first offence I will be given a verbal warning;
2. On the second offence a letter will be sent home to my Parent/Guardian informing them of my inappropriate use of my locker; and
3. On the third occasion a letter will be sent to my Parent/Guardian outlining that I have forfeited my locker and locker hire fee.

I understand that I am responsible for the appropriate maintenance and cleanliness of the locker and at the end of my annual locker hire it will be in good condition.

I understand that I am responsible to report any damage to the locker to a secondary staff member or the maintenance department immediately.

If I forget to bring my key to school and need to access the locker, I am aware that I can ask the maintenance department staff to open the locker.

I understand that if I lose the key to my locker during the year, then a new key will not be issued until a **\$10 Key Replacement Fee** has been paid and receipt confirmed by the accounts department.

I understand that I am able to hire the same locker each year by paying the **Annual Hire Fee**.

When I no longer wish to hire the locker, students are to return their key and complete an **End of Locker Hire Form**. I am aware that a \$40 fee will be charged if I have lost any locker keys during my locker hire. This fee is to cover the cost of replacing the lock barrel.

**PLEASE NOTE THAT THIS LOCKER HIRE FEE IS ANNUAL**



**Nowra  
Christian  
School**  
Grow up into Christ

194 Old Southern Rd, SOUTH NOWRA  
PO Box 620 NOWRA NSW 2541

**E** office@ncs.nsw.edu.au

**P** +61 02 4422 1199

## Locker Hire Agreement 2022 Student Declaration

Student Name \_\_\_\_\_

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

Locker Number \_\_\_\_\_

Locker Hire Fee per annum \_\_\_\_\_ Regular \$15.00

\_\_\_\_\_ Large \$25.00

---

### Office Use Only

Invoice # \_\_\_\_\_

Payment date \_\_\_\_\_

Key handed to student \_\_\_\_\_

Register updated \_\_\_\_\_

Processed by \_\_\_\_\_