

**INSTITUTE OF GEOGRAPHICAL INFORMATION SYSTEMS**

**APPLICATION FORM FOR LOCKERS FACILITY STUDENTS**

Name: \_\_\_\_\_

Father's Name \_\_\_\_\_

Reg No: \_\_\_\_\_

Department: \_\_\_\_\_

Email: \_\_\_\_\_

Contact No \_\_\_\_\_

Batch: \_\_\_\_\_

(For Office Use only)

Issuance Date: \_\_\_\_\_

Return Date: \_\_\_\_\_

**Terms & Conditions: -**

- All lockers are the property of IGIS. Lockers are available for students on the basis of availability.
- Desirous students to obtain a locker application form from UG/PG Section or download from the IGIS website.
- IGIS assumes no responsibility for loss or damage of any item in a locker, locked or unlocked.
- Access to lockers is to be done before/after school and/or during break times.
- Lockers are not to be used to store items which cause, or can reasonably be foreseen to cause, an interference with the school or an educational function of which are forbidden by the NUST.
- The HoDs, or person(s) delegated by the HoDs has the right to forgo any locker, access and carry out all searches of lockers to assure safety for the *IGIS*.
- Sharing a locker with another student is not permitted. Lockers are to be kept clean and all care must be taken in their use.
- No stickers, pictures, names or graffiti is permitted.
- All padlocks and associated keys are the property of IGIS. Only one key will be allocated per locker/padlock. Students are not permitted to duplicate the key as a spare or to share with another student. Any student found duplicating keys or sharing their locker will forfeit their privilege.
- An inspection of all lockers will be conducted at any time throughout the year by the HoDs/Prog Coord without notice.
- Maximum duration for issuance of locker would be one (1) years only., However may be renewed.
- If the locker is not in use for 3 months it would be emptied.

**Declaration**

I hereby request IGIS to allot me a locker as per the aforementioned details. I declare and confirm that all the information stated herein provided to IGIS by me is true and accurate in all respect. I confirm having read the Terms and Conditions stated in this application form pertaining to the locker facility and hereby agree to observe, comply with and be bound by the same as amended, supplemented and/or notified from time to time by the IGIS. I will vacate/return the key after completion of the duration mentioned above.

Student Signature

**Approved/Not Approved**

Respective HoD:- \_\_\_\_\_