

## Leaflet

### Personal lockers in the Duisburg-Essen University Library

In order to make it easier for all students of the University of Duisburg-Essen to work with already borrowed books and their own material, the UL provides **four-week lockers**.

For examination, doctoral and diploma candidates, there are **six-month lockers available in addition**. The use of all lockers is free.

The four-week lockers are to be found in the LK and BA Libraries on the Duisburg campus as well as in the Humanities and Social Sciences Library, the MNT Library (Essen campus) and the Medical Library. Only one locker can be borrowed per campus.

The use is limited to 28 days and can be extended via your lending account according to borrowed books. However, the extension is possible only if no reservations by other students have been made or the period of use has not been exceeded. Reservations can be made via the online catalogue. If the loan period has already been exceeded, charges are levied according to the scale of charges and fees in the University Library of the Duisburg-Essen University from April 9th 2010.

For examination candidates, doctoral candidates and assistant professors of the Duisburg-Essen University, separate 6-month-lockers are available (LK Library, Humanities and Social Sciences Library, MNT Library). The period of six months cannot be extended.

Lending and returning of locker keys is possible during the opening hours of the particular branch library.

When the loan period has expired, please return the locker key (incl. the key ring) unrequested.

Books from Library holdings may be kept in lockers only if they have been properly borrowed. As proof of this, the borrowing slips must be deposited visibly in the locker.

Reference works, individual issues and volumes of journals, books from the reserved information and semester collections, books from the new acquisitions shelf and loose-leaf collections must not be kept in a locker.

Food and drinks are not permitted in the lockers.

The University library accepts no liability for objects kept in lockers (objects of value, such as laptops) in the case of loss or damage.

The loss of a locker key must be reported to the Library staff at once. You must complete a notice of loss. The person who has lost a key is liable for any damage associated with the loss.

Contravention of these conditions of use leads to your user card being invalidated, and you can be excluded from any future use of a locker. The lockers are checked on a regular basis by the Library staff.

By using a locker, the student automatically recognises these conditions as binding.