

國立中興大學課外活動組置物櫃借用辦法

Measures for Renting Lockers from the Extracurricular Activities Group (NCHU)

109 年 9 月 21 日經課外活動組會議通過後施行

Approved at the meeting of the Extracurricular Activities Group for implementation on September 21, 2020

- 第一條 國立中興大學課外活動組為有效管理維護置物櫃，特訂定本辦法。
- Article 1 The Measures for Renting Lockers from the Extracurricular Activities Group (hereinafter referred to as the "Measures") has been formulated for the effective management and maintenance of lockers.
- 第二條 本校學生社團得依本辦法辦理借用置物櫃，每個社團以借用**不超過 2 個**為限，借用期間不得申請換櫃。**申請借用手續以該社團之社長**為主要申請者，借用社團應承擔保管置物櫃密碼鎖及維護置物櫃內、外清潔完好之義務。
- Article 2 The student associations of NCHU can borrow lockers according to the Measures. Each association can borrow no more than 2 lockers. During the borrowing period, it is not allowed to apply for changing lockers. The president of the association shall be the main applicant for the loan procedures. The borrower shall assume the responsibility of keeping the locker and maintaining the interior and exterior of the locker in good condition.
- 第三條 置物櫃借用期限以**一學期**為單位，借用申請時間為**每學期開學日**(依學校行事曆)起**30 日內**。借用期間均可辦理繳還，惟辦理繳還置物櫃者，於該學期內不得再次申請借用置物櫃。借用社團歸還時，需恢復原狀並經課外活動組檢查確認後，始完成歸還。如欲**辦理續借**，需在**學期結束前 30 日內**完成續借申請，如**未完成續借申請**，課外活動組有權在**學期結束後**，將留存於置物櫃之物品，一律視為廢棄物處理，借用社團不得異議。如借用社團**未依規定完成歸還或未在申請期限內完成續借申請**，下個學期將**停止該社團申請置物櫃之權益**；借用期間如鎖櫃遭受人為損壞，借用社團應賠償維修費用。
- Article 3 The loan period for lockers is one semester. The application time for borrowing is within 30 days from the start date of each semester (according to the school calendar). It may be returned during the borrowing period, but the person who has returned the locker shall not apply for borrowing the locker again during the same semester. When returning a locker, it shall be restored to its original condition and checked by the Extracurricular Activities Group. If the borrower wants to renew the loan, the borrower shall complete the loan renewal application within 30 days before the end of the semester. If the loan renewal application is not completed, the Extracurricular Activities Group reserves the right to dispose of the items left in the lockers as waste after the end of the semester, and no objection is allowed for that. If the borrower fails

to return it as required or fails to complete the application for renewal within the application period, the borrower's right to apply for a locker shall be suspended in the next semester. If the locker is damaged artificially during the borrowing period, the borrower shall compensate for the repair costs.

第四條 借用社團應於申請期限內送交申請表至課外活動組，完成申請程序後，方能開始使用。借用社團務必牢記使用方法，並變更密碼。若忘記密碼勿強行破壞櫃體，請社長至課外活動組辦理解鎖、密碼重新設定。若使用不當致使密碼鎖損壞，借用社團須依廠商報價賠償維修或更換費用。

Article 4 The borrower shall submit the application form to the Extracurricular Activities Group within the application period, and may use it only after completing the application procedures. The borrower shall keep in mind the usage method and change the password. If the borrower forgets the password, do not forcefully destroy the locker. Please go to the Extracurricular Activities Group to unlock it and reset the password. If the combination lock is damaged due to improper use, the borrower shall compensate for the repair or replacement cost according to the manufacturer's quotation.

第五條 置物櫃放置於公共空間，無法杜絕失竊或毀損之可能，借用社團應自行評估風險，避免存放貴重物品、器材或重要資料等。借用期間置物櫃內之物品如有遺失，由借用社團自負全責。借用期間有下列情形者，本組得強制檢查置物櫃，並視情節輕重終止借用，如有違法事宜，借用社團應自行負責，本組將依法辦理：

- 一、於置物櫃內放置危險物品、爆裂物、違禁品、贓物、活體生物、食物、易腐敗物品或依法律管制之物品者。
- 二、利用置物櫃從事違法交易或犯罪行為者。
- 三、擅自轉借或轉租他人者。
- 四、存放物品不當致影響公共衛生或破壞櫃體者。
- 五、刻意不上鎖，以致置物櫃成為開放空間者。

Article 5 As lockers are placed in public spaces, there is no way to eliminate the possibility of theft or damage. The borrower shall assess risk and avoid storing valuables, equipment, or important materials. The borrowing club shall be solely responsible for any loss of items in the lockers during the borrowing period.

During the borrowing period, if there are any of the following circumstances, the Group may forcefully inspect the locker and terminate the borrowing according to the severity of the circumstance. In case of illegal matters, the borrower shall bear the responsibility, and the Group will handle them according to the law:

1. Place dangerous goods, explosives, contraband, stolen goods, living creatures, food, perishable goods, or items controlled by law in lockers.

2. Use lockers to engage in illegal transactions or criminal acts.
3. Lend or sublet the locker to others without authorization.
4. Improper storage of items that affect public health or damage the locker.
5. The locker is deliberately left unlocked and becomes an open space.

第 六 條 本辦法經課外活動組會議通過後施行，修正時亦同。

Article 6 The Measures shall come into force after being approved by the meeting of the Extracurricular Activities Group, and the same shall apply to amendments.

國立中興大學課外活動組借用置物櫃申請表

Application Form for Renting Lockers from the Extracurricular Activities Group (NCHU)

基本資料 Basic information			
社團名稱 Association name		申請日期 Application date	年 月 日 Date:
社長 President		租用櫃號 Locker No.	
<p><input type="checkbox"/>借用社團社長已詳閱課外活動組置物櫃管理租借辦法 The president of the association has read the Measures for Renting Lockers from the Extracurricular Activities Group (NCHU)</p> <p>社長簽名： President's signature:</p> <p>借用日期為： 年 月 日至 年 月 日止 Borrowing date: ___/___/___ till ___/___/___</p> <p><input type="checkbox"/>經課外組檢查已確認租借之置物櫃清潔完整，並申請續借一學期。 After the inspection of the Extracurricular Group, the rented locker has been confirmed to be clean and complete, and an application for renewal of one semester has been made.</p> <p>社長簽名： President's signature:</p> <p>續借日期為： 年 月 日至 年 月 日止 Renewal date: ___/___/___ till ___/___/___</p>			
核定情形 Approval situation			
指導老師 Instructor	課外活動組 Extracurricular Activities Group	決行 Decision	