

# cloakroom

## 01 //

Mobile phones, wallets, purses, cash, bank cards or any other items of monetary value must be removed from any item(s) before depositing them within this cloakroom.

## 02 //

Maximum value of any item deposited to be no more than £75.

## 03 //

Although every effort is made to ensure the safety of items within this cloakroom the Students' Union cannot accept responsibility for any loss, damage or errors regarding the property contained within. Items are deposited at owners own risk.

## 04 //

A valid ticket must be shown to collect items from the cloakroom. Any person who has lost or mislaid their ticket must wait until all other items have been issued. Photographic ID must then be shown in order to collect the deposited item(s). You will be required to complete a claim record for your item(s). Any fraudulent claims are liable to prosecution

## 05 //

All items must be collected during the event at which the property is deposited. Any items not claimed within this period may be collected from Tommy's Bar between the hours of 3pm and 4pm Monday – Friday and may be liable to a surcharge of £1.00 for collection.

## 06 //

Items left in any other areas of the building may be considered a health and safety and/or fire risk and may subsequently be removed. Any such items found may be collected from Tommy's Bar between the hours of 3pm and 4pm Monday – Friday and may be liable to a £2.00 administration charge. We cannot accept responsibility/liability for items valued over £75.

Any items that remain unclaimed for a period in excess of two weeks will be sold and the proceeds will go to charity.