**Locker Guide**

 To operate daily use lockers:

• Open an unlocked locker

• Place your personal belongings inside and close the door

• Press “C”

• Enter a 4 digit pin of your choice

• Press the “key” button

• Repeat the process to unlock the locker

• If you need assistance with a locker, please contact the front desk. A staff

 member will be happy to assist you.

• Please remember your locker number or take the time to write in the

 locker binder for your own reference.