



LOCKER POLICY OF THE FLORIDA STATE UNIVERSITY MAGNETIC RESONANCE IMAGING FACILITY

A limited number of lockers are available in the MRIF to accommodate the storage needs of investigator. Lockers will be assigned on a first-come-first-served basis subject to the terms listed below. To request a locker please follow the procedure below.

1. Fill out the form at [insert URL here] and submit it.
2. Requests will be reviewed and lockers assigned based on needs and availability.
3. Where no lockers are available, requests will be wait-listed.
4. PIs must provide their own lock to secure the contents of their locker.
5. MRIF is not responsible for the contents of the locker.
6. All equipment and materials stored in lockers must be done on accordance with FSU EH&S guidelines.
7. MRIF staff reserve the right to inspect contents of lockers to ensure that the contents are stored in compliance with EH&S guidelines. If necessary, locks will be cut from lockers to facilitate inspection. PIs are responsible for replacing the lock.
8. At the discretion of MRIF staff, lockers may be forfeited for:
 - a. Violation of EH&S policies
 - b. Not scanning for more than four months
 - c. Not having any active projects in the MRIF booking system for more than four months.

PI Name: _____

Date: _____

Project Name: _____

Justification for request: