**Student Group Cabinet Use Agreement**

**Student Group assigned: ­­­­­­­­ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Wooden Cabinet Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Shelves assigned: ­­­­ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Key Issued \_\_\_\_ Yes \_\_\_\_ No**

**Key #: \_\_\_\_\_\_\_\_\_\_\_\_\_ Returned: \_\_\_\_\_\_\_**

The School of Journalism is pleased to provide storage to support student groups.

Group leaders and members are expected to act responsibly at all times when using this storage, as they are considered representatives of their group and organization. School of Journalism may withdraw cabinet assignment if storage is not being utilized or if there is any abuse of the points below.

* Cabinet keys cannot be duplicated or shared.
* Keys can only to be used by the designated key-holder.
* Only two students per group will be authorized to access the cabinet. Access for other students group members must be coordinated through their authorized group leaders.
* These cabinets are intended to provide storage for group-related materials only.
* Non-group members are not permitted to use this storage.
* Cabinets are to be kept free of any postings, artwork, etc.
* Cabinets cannot be moved.
* More than one student group may share cabinets.
* Items stored must be kept on assigned shelves.
* The School of Journalism is not responsible for lost or stolen property. We recommend that you do not leave items of value in the cabinet.
* The storage or presence of drugs and alcohol are not allowed.

Turn in completed form to Matt Schmidt in Allen 319. Any questions or concerns can be directed to the Matt, [matts@uoregon.edu](mailto:matts@uoregon.edu), 541-346-2170.

*By signing below, you agree to the terms listed above.* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date

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Student (print) Signature

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UO ID (print) UO Email (print)

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Faculty Adviser (print) Signature