Campus Recreation has added a new accessory to their day-use lockers. Fifty Digilock mechanisms have been added to lockers in each of the men’s and women’s locker rooms. The day-use-only lockers are free and easy to use. This state of the art, keyless locking system will lock and unlock using four digit code chosen on the spot by the locker user. For the safety of your items do not use sequential numbers (e.g. 1,2,3,4). These locks will automatically unlock after 4 hours of use, so please remember to remove your belongings when your workout is completed. See the student staff member at Equipment Issue to answer any questions you may have.

**To operate with a user code:**

To lock:
1) Find an available lock.
2) press:  
   ![Code Entry](any four-digit code)

To unlock:
1) At same lock.
2) press:  
   ![Code Entry](same code used to lock)

**To operate with an ADA user key:**

See Equipment Issue to check out key

To lock:
1) Find an available lock.
2) Touch the ADA user key (blue) to key slot.

To unlock:
1) At same lock.
2) Touch the ADA user key (blue) to key slot.
DIGILOCK ITEM RETRIEVAL PROCEDURES

Forgotten code:

If you have forgotten the code for your lock please follow these steps:

1. Get locker number
2. Contact the student on duty at Equipment Issue.
3. Meet the Campus Recreation staff member at the locker
4. You must describe all contents in locker before the locker will be opened.

4hr Time Limit:

If a locker has been locked for more than 4 hours it will automatically unlock. If this occurs and your items have been removed from the locker please follow these steps:

1. Get locker number
2. Contact the student on duty at Equipment Issue.
3. To pick up personal items you must describe all contents of the locker first.

Handicap Access:

For patrons who need special assistance with the lockers we have a specific key (blue) to help them access them.

1. Patrons who need to use the handicap access key must check it out from Equipment Issue. Follow all check out procedures
2. Key will be located on hook inside the first cabinet door. Patrons who lose the key will be required to pay a replacement fee.

Lockers must be unlocked and cleaned out each night. Any items left in lockers will be placed in the lost and found area in Equipment Issue.

CAMPUS RECREATION IS NOT RESPONSIBLE FOR LOST OR STOLEN ITEMS