

6. Validity

Your copy card will be valid as long as you have value on it so you need to recharge it for further consumption when it runs out of value.

7. Refund

Except the following circumstances, the University will not process any return or refund of the copy card:

- (7.1) Impaired cards: do not include loss, wilful damage to the card (broken, deformed or seriously damaged on the surface) or damage due to improper use of the card. The impaired card will be checked by the computer system in the Library on its balance and a new card will be replaced with the remaining value on the old one.
- (7.2) Returned cards: You can get back the deposit of MOP20 by presenting the copy card to the service counter of the Library but the balance value on the card will not be refunded.

8. Rights of the University

- (8.1) The University will not replace or refund any copy cards due to loss or wilful damage and will not be responsible for the loss of value thus caused.
- (8.2) The University has its final decision on the issues of wilful damage including breaking, deforming, serious damage on the surface or improper use of the card.
- (8.3) The person who photocopies any material that is protected by copyright, should take the sole responsibility. For details regarding copyright, please refer to the laws and regulations currently passed by the Macao government.
- (8.4) For any dispute that arises relating to the consumption of card value, the University has its final decision.
- (8.5) All users must be very careful when operating the machine and should contact our staff when any malfunctions occur.
- (8.6) The University reserves its rights to amend this regulation.

9. Assistance and enquiry

For further enquiries and assistance, please contact our staff at the service counter of the Library on 2/F of Block C, the Academic Building. Telephone:

8897-2086.

10. This regulation will be effective from 1 June 2006.

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The Administrative Division
May 2006