



澳門科技大學 MACAU UNIVERSITY OF SCIENCE AND TECHNOLOGY

電子儲物櫃使用守則

1. 電子儲物櫃的使用須通過WeMust系統申請，租借前請細閱本守則。
2. 電子儲物櫃分月租或日租，月租收費澳門幣20元，由租用日開始算起30天；日租收費澳門幣1元，由租用時間開始算起24小時。
3. 租賃期屆滿時，系統自動退租，使用者須留意租賃期限。如需要續租或提前退租，使用者須於租賃期屆滿前在WeMust電子儲物櫃系統內進行手動操作；如不續租，使用者需留意在租賃期屆滿前取回電子儲物櫃內的所有物品，以免丟失。同一儲物箱，單次租賃期限最長不超過180日，包括續租，由首個租用日開始累計；付款時請遵守《MustPay服務協定》。
4. 每次退用電子儲物櫃後，使用者可根據實際情況在WeMust電子儲物櫃系統內最多申請一次自助開櫃。申請需符合“該電子儲物箱退租後未被他人租借/使用”的條件，否則申請不成功。
5. 如在租用電子儲物櫃期間出現問題，使用者可在WeMust電子儲物櫃系統內申請聯繫管理員，根據情況選擇以下所需要的協助，及填寫正確聯繫信息。如因資訊錯誤未能及時聯繫使用者，造成所有損失概由使用者自行承擔。
 - 5.1 聯繫管理員開櫃適用情況：電子儲物櫃在租用期間出現故障導致使用者不能正常使用；
 - 5.2 聯繫管理員清櫃適用情況，租借期間最多申請一次：完成租借申請後，發現櫃內有他人物品或骯髒導致無法正常使用，需要進行清櫃。
6. 已登記電子儲物櫃的使用權不得轉租或轉借他人，不得使用他人賬號租借電子儲物櫃，一經發現，大學有權拒絕提供租賃服務。
7. 使用電子儲物櫃前，請先細閱於電子儲物櫃系統內及張貼於電子儲櫃附近的「操作指引」，並按照指引操作使用。
8. 請保持電子儲物櫃清潔及完整，交還時必須恢復原狀，如收到當前使用者按上款5.2的情況提交相關申請，大學會保留追究責任的權利。
9. 不得破壞電子儲物櫃的外觀，例如黏貼貼紙、畫畫、張貼任何貼紙及宣傳品或留下任何痕跡；不得在電子儲物櫃儲存貴重的物品，如手提電腦、手提電話或銀包等；不得在電子儲物櫃放置食物、飲料，以及任何非法、可能造成危險、安保的問題，或影響環境、他人的物品（例如易燃、易腐的物品，或寵物、武器等）。以上情況造成的所有不良後果及損失由使用者自行承擔，同時大學會保留追究責任的權利。
10. 請愛惜及小心使用電子儲物櫃，如故意破壞者，須負責一切維修費用及大學會保留追究責任的權利。
11. 切記在退租前取回及清空電子儲物櫃內的所有物品，如有遺失，概不負任何賠償責任，退租後24小時內不能租回同一個電子儲物箱。
12. 請留意使用者若為應屆畢業生時，需自行向學院瞭解申請領取畢業證時間，及需在申請領取畢業證前兩周辦理退櫃手續。如未按時辦理退櫃手續，系統將不作通知安排統一退櫃，電子儲物櫃內的物品如有遺失，概不負任何賠償責任，提前退櫃之差額不予返還。
13. 在任何情況下，大學不會為電子儲物櫃內個人物品的損壞或損失負責，大學保留解釋電子儲物櫃使用守則的權利。
14. 如使用者在電子儲物櫃租賃期間遇到其他問題，可通過WeMust「問題反饋」功能或gaservices@must.edu.mo郵箱反饋意見。



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Rules for the Use of Electronic Lockers

1. The use of electronic lockers is applied via the WeMust system. Please read through the following rules before applying for the use of an electronic locker.
2. Both monthly and daily rentals are available. The monthly rental fee is MOP20, effective 30 days from the date of rental. The daily rental fee is MOP1, effective 24 hours from the time of rental.
3. The user must pay attention to the valid rental period, as the system will automatically terminate the rental at the end of the rental period. If the renter wishes to renew the rental or request an early termination, he/she must do so manually in the “Lockers” on the WeMust system before the end of the rental period; otherwise, to avoid unexpected losses, he/she must retrieve all his/her personal belongings before the end of the rental period. The maximum rental period for a locker cannot exceed 180 days for any single rental. The calculation of each rental period starts on the first day of the rental and takes renewal into account. Payment terms are subject to the MustPay Service Agreement.
4. After each termination of the rental, the user is entitled to a maximum of one chance to request the unlocking of the electronic locker, whose rental has already been terminated, via the “Lockers” on the WeMust system, as long as “The electronic locker has not been rented or used by others since its last rental termination”.
5. In the event of any problems with the use of the electronic locker rental, the user may contact the administrator via the WeMust system and request appropriate assistance. Contact details are also required. In case of failure to contact the user due to inaccurate information, the user shall bear all the costs incurred.
 - 5.1. To request unlocking if the user encounters technical problems that prevent him/her from using the locker correctly;
 - 5.2. To request clearance if, after successfully applying for the rental, the user fails to use the electronic locker due to personal belongings inside the locker left by other users or due to poor hygiene conditions. The user may request this service only once during the rental period.
6. The right to use the electronic locker rented by the renter cannot be sublet or lent to others. Renting an electronic locker with an account other than that of the renter himself/herself is not allowed, which, if discovered, will result in the University’s right to refuse to provide the renting service in question.
7. Before using the locker, please read carefully the "User Instructions" in the system and posted around the locker and follow the instructions.
8. Lockers must be left clean and in good condition. Upon termination of the rental, the locker shall be restored to its original condition, and the University reserves the right to claim responsibility for any requests made at that time as Item 5.2 indicates above.
9. Do not damage the appearance of the locker, such as sticking stickers, paintings, posting any stickers and promotional materials or leaving any traces. Do not store such valuable items as laptop computers, mobile phones or wallets in the locker. Do not store in the locker, food, beverages, and any items that are illegal, or that may cause danger and security problems, or that affect the environment or others (such as flammable and perishable items, pets or weapons, etc.). In the event of any breach of these situations, the user shall be responsible for any adverse consequences or damage incurred, and the University reserves the right to pursue responsibility.
10. Please take good care of the lockers. Anyone who intentionally vandalizes the locker will be responsible for all associated maintenance costs.
11. Please do withdraw all the belongings and empty the locker before terminating the rental. Otherwise, the University will not be held liable for any loss of items left in the locker. The locker cannot be re-rented to the same renter within 24 hours of the termination of the rental.
12. For a renter who is graduating this academic year, he/she must obtain the graduation certificate application schedule from his/her own faculty and complete the rental termination two weeks prior to applying for his/her Certificate of Graduation. Failure to terminate the rental in a timely manner will not result in a notification from the WeMust system for further arrangements. The University is not responsible for the loss of any items stored in the locker. There will be no refund for withdrawals prior to the expiry date of the rental service.
13. Under no circumstances will the University hold responsibility for any damage or loss of personal belongings in the electronic lockers. The University reserves the right to interpret these rules.
14. For any problems other than those specified aforesaid, the user may report them to the “Feedback” on the WeMust or by sending an email to gaservices@must.edu.mo.