

**METAL LOCKERS**

Date Issued 01-17

**INSPECTION & MAINTENANCE**

- 1) Functionability of the lockers, check once a year:
  - a) Open and shut the locker. Check the ease of the process and note if there are any problems with the latch, door frame, hinge, and lock bar.
  - b) Check for any missing or broken parts. Are the hooks loose or is the coat rod bent
  - c) Inspect the locker for any dents, sharp edges or rivets popped out.
  
- 2) Grease the following once a quarter:
  - a) The lock bar located inside the door.
  - b) The door hinges. ("WD40" works well.)
  
- 3) Missing or broken parts:
  - a) Contact local dealer for your locker needs.
  - b) If you still need assistance, please contact ASI Storage Solutions.

**LOCKER CARE**

- 1) Preventive Care:
  - a) Anchor the lockers securely to the wall and/or floor to prevent them from falling over. This will damage the lockers and you will have to have them serviced or replaced.
  - b) Install the lockers in a well ventilated area. This will reduce the humidity in the lockers, which could be an excellent breed ground for mold and mildew.
  
- 2) Clean the lockers:
  - a) Dust and clean the lockers inside and out yearly.
  - b) Clean the lockers with a non abrasive, mild detergent. Rinse with warm water and dry the lockers thoroughly right away. Do not leave any moisture behind.