

Workstation and Locker Reservations for Doctoral Candidates — Regulations for the Use of the Central Law Library (Information Sheet / Regulations)

1. Doctoral students affiliated with her / his Supervisor at the Faculty of Law of the University of Hamburg and admitted to a doctoral degree (proof required) may reserve a workstation in the Library for the duration of six months. They may also apply to extend the reservation for a further six months. Workstations may only be reserved for a maximum of three years in total. Workstations are assigned by staff at the ZBR Information Desk.
2. If necessary, students may reserve a locker for the time period during which they have been assigned a workstation.
Students use lockers at their own risk and must observe the valid locker regulations. Universität Hamburg assumes no liability for the contents of the lockers. Money, objects of value, and identity documents may not be kept in the lockers.
3. Doctoral students may leave up to eight books on their tables—this number excludes loose-leaf collections, journals, *Festschriften*, law reports, media from the general collection (call number: Allg / ..), and other periodicals. Books and other items should not be placed on the “black strips” of cables. When students leave the Library, these eight books should be left on the table in an orderly fashion. All personal belongings must be removed.
If these regulations are not followed, staff will clear the workstations. In the case of repeated offenses, students lose the right to have a reserved workstation.
4. The right of use of the workplace is not transferable. Use by third parties is not allowed.
5. Students must return the workstation and locker to the ZBR Information Desk no later than the end of the reservation period or upon early completion of their work or in a long absence.
6. Workstations and lockers that are still occupied after the end of the reservation period will be cleared by staff. In this case, the Library will store any personal belongings. They will only be released upon proof of ownership.
7. Library users who violate the provisions of the Regulations for the Use of the Central Law Library shall be liable for all resulting costs and damage. This applies in particular to the cost of replacing locking cylinders. This also applies in the case of lost keys.
8. By using a workstation and locker, users agree to all of the provisions detailed above.
9. These Regulations for the Use of the Central Law Library shall become effective on 14 August 2017.

Additional information: Doctoral students may check out a maximum of four books over the weekend. This applies to books that may be borrowed from Friday to Monday.

Hamburg, 14 August 2017
Director of the Central Law Library
Prof. Dr. Tilman Repgen