**SERVICE AGREEMENT**

**I. Introduction**

This Service Agreement (hereby referred to as the “AGREEMENT”) is entered into by and between **[YOUR NAME]**, (hereby referred to as the “OWNER”), and **[USER’S NAME]**, (hereby referred to as the “USER”).

**II. Purpose**

The purpose of this Agreement is to outline the terms under which the Owner will store and use the Users' login credentials for the sole purpose of reserving study rooms at the NYU Bobst Library through an automated program.

**III. Retrieval and Storage of Credentials**

a. The Owner agrees to retrieve the Users' login credentials through secure means.

b. The Owner agrees to view and access the provided credentials solely at the time of retrieval. If credentials are retrieved through online means, such as text or messenger, the Owner will immediately delete the messages containing the credentials after successfully retrieving them.

c. The Owner agrees to store the Users' login credentials in a text file located in the Owner's local repository.

**IV. Use of Credentials**

a. The Owner agrees to use the Users' login credentials solely for the purpose of reserving study rooms at the NYU Bobst Library. b. The Owner will not use the credentials for any other purpose or share them with any third party.

**V. Security Measures**

a. The Owner will take reasonable measures to ensure the security and confidentiality of the Users' login credentials.

b. The credentials will be stored in a secure manner and will not be disclosed to unauthorized individuals.

**VI. Acknowledgment and Acceptance**

By signing below, the Users acknowledge and accept the terms of this Agreement. The Users understand that the Owner is entrusted with their login credentials and that the credentials will be used solely for the purpose stated in this Agreement.

**VII. Termination**

This Agreement will remain in effect until the Users request the deletion of their credentials from the Owner's repository or when the Users graduate from college. Upon such request, the Owner agrees to promptly delete the credentials and confirm the deletion to the Users.

## **VIII. Signatures**

Each individual or group hereby acknowledges and confirms that they have taken the appropriate amount of time to read, fully comprehend, and officially consent to the stated terms and conditions that have been laid out in the following AGREEMENT.



SERVICE PROVIDER:

Date:



USER 1:

Date:



USER 2:

Date:



USER 3:

Date: