OfficeFurniture2go.com

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Lockers & Personal Storage

Commercial Office Furniture | Nationwide Delivery | Lifetime Warranty

1. Introduction to Lockers and Personal Storage

As open-plan, benching, and hot-desking layouts replace traditional cubicles, employee personal storage has shifted from under-desk pedestals to dedicated locker banks. OfficeFurniture2go has 30+ years of experience helping organizations navigate this transition — selecting the right locker type, size, lock, and placement to support modern flexible workplaces.

This guide covers every specification decision for commercial lockers and personal storage: types, sizes, locking mechanisms, placement, ADA considerations, materials, and integration with the broader workplace storage strategy.

2. Types of Lockers

Type	Dimensions	Best For
Day-Use / Hot-Desk	12"W × 18"D × 18"–24"H	Hot-desking; bag, laptop sleeve, personal items
Tall / Full-Height	15"W × 18"D × 60"–72"H	Coat-length storage; outerwear and personal items
Split / Two-Compartment	12"–15"W × 18"D × 60"–72"H	One half for garments, one half for personal items
Wardrobe Locker	24"W × 18"–24"D × 72"H	Executive offices; enclosed garment + shelf storage

3. Locking Mechanisms

Lock Type	How It Works	Best For
Key Lock (Cam)	Keyed cylinder; keyed-alike, keyed-different, or master key	Assigned lockers; traditional offices
Combination	3- or 4-digit mechanical; user-settable	Shared lockers; no key management
Electronic PIN	Digital keypad; manager override available	Day-use; flexible assignment; easy reset
RFID / Proximity	Employee taps building badge to unlock	Hoteling; integrates with access control

OfficeFurniture2go recommends RFID/proximity card locks for hoteling environments — employees use their building badge with zero key management overhead.

4. Locker Sizing and Capacity Planning

- Minimum (12"W × 18"D × 18"H): Small bag, basic personal items
- Standard (12"W × 18"D × 24"H): Laptop bag, jacket, personal items
- Tall (15"W × 18"D × 60"–72"H): Coat-length; outerwear, umbrella, full bag

Locker-to-employee ratio: 1:1 for fully hot-desking environments. For hybrid models (40% in-office), 0.5–0.6 lockers per employee is typical.

5. Placement and Workflow Integration

- Position near main entrances or team neighborhood entry points
- Morning sequence: drop bag → collect laptop → proceed to station
- Evening sequence: collect bag → deposit items → exit
- Freestanding banks can serve as space dividers between zones
- Tall freestanding lockers must be wall-anchored to prevent tipping

6. Materials and Construction

Material	Characteristics	Best For
Powder-Coated Steel	Most durable; highest security; standard colors	Industrial, healthcare, high-security
Laminate/Melamine	Warm aesthetic; matches office finishes	Corporate offices, lobbies
Phenolic / HDPE	Waterproof; chemical-resistant; rust-proof	Wet environments, fitness centers

7. ADA Considerations for Lockers

- Forward reach: no higher than 48" above floor for accessible storage
- Low reach: no lower than 15" above floor
- 30" × 48" clear floor space in front of each accessible locker
- Lever handles or push-to-open mechanisms — no tight grasping required
- Keypad or card locks are more accessible than cam lock keys

8. Hoteling and Flexible Workspace Integration

In hoteling environments, the locker replaces the mobile pedestal as the primary personal storage solution. OfficeFurniture2go helps clients plan the right locker count, lock type, and placement to support the daily arrival and departure workflow seamlessly.

- RFID or keypad locking for no-key convenience
- Integrated charging outlets for stored devices
- Combination wardrobe/personal compartments in one unit
- Electronic audit trail for security tracking

9. Wardrobe and Coat Storage

In open-plan environments, centralized coat storage is essential. Options include freestanding coat racks, wall-mounted rails, enclosed wardrobe towers (24"W × 18"–24"D × 72"H), and integrated locker/wardrobe combinations.

10. Buyer's Checklist

Determine locker-to-employee ratio based on in-office attendance

Select locker size: day-use, standard, or tall

Choose locking mechanism based on convenience and security needs

Confirm ADA compliance for accessible reach ranges and hardware

Select material to match environment and durability requirements

Plan placement near entry points for morning/evening workflow

Verify wall anchoring for tall freestanding banks

Confirm charging outlets for device storage

Coordinate finish with surrounding office furniture

Ready to Find the Right Solution?

Contact OfficeFurniture2go.com for expert guidance, nationwide delivery, and our Lifetime Warranty. Our team brings 30+ years of experience to help you make the right choice for your workspace.

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