

Laptop Checkout Policy Agreement

Laptops are only available for checkout to those who would otherwise lack access to equipment or services sufficient to meet educational needs if not for the use of the equipment or service being provided by the library.

Adopted 1/6/2022

- Laptops check out for 7 days.
- The checkout includes: Laptop, case, and charger.
- Borrowers must be 18 years or older.
- Library account must be in good standing to check out laptops.
- Laptops must be renewed in person.
- Laptops are to be returned directly to the Librarian.
- Do not leave laptops in hot/cold/wet conditions.
- Do not alter the laptop hardware.
- Anything saved on the laptop will be deleted when returned.
- There are no filters on the laptops; parents and legal guardians are solely responsible for the content their children view.
- The borrower of the laptop must not use the laptop to engage in any illegal activity. The borrower is liable for all damages resulting from such activity.
- The borrower of the laptop assumes responsibility for the condition of that laptop while it is checked out to them. They are liable for any and all damaged or missing pieces, regardless of how the damage occurred.
- Total replacement cost for the laptop and accessories is \$410.00.

Library patrons checking out laptops agree to the terms stated above and take full responsibility for the laptop and accessories loaned to them. They promise not to use the laptop in ways that would break the law and assume full liability for any damages caused by their use thereof. They agree to return the laptop on or before the due date, and will abide by any penalties incurred by losing or damaging a laptop or its accessories.

Print Patron Name (First, Last)

Signed Patron Name

Date