

EREADERS

Policy Statement

Jensen Memorial Library offers e-reader devices for checkout. These devices are intended to extend an additional method for patrons to access books through the library. Jensen Memorial Library owns three Kindle devices and all associated accessories available for lending.

Definition

E-Readers are electronic devices intended for use with electronic books and other reading materials.

Guidelines

1. Patrons may use e-readers to check out items through the Nebraska Overdrive catalog.
2. Staff will assist patrons in downloading items from Overdrive at the time of checkout. Patrons with experience using Overdrive may check out items themselves using their library card number.
3. Purchases may not be made by patrons on the device.
4. Items not from the Overdrive catalog or otherwise previously approved by the library may not be downloaded to the device.
5. Included in the carry bag with the device and its accessories is a list of titles permanently downloaded to the e-reader. These titles can be read on the device at any time while checked out.

Regulations

1. Only active cardholders over the age of 18, in good standing without a history of a delinquent account, and having a verified address and phone number are able to check out e-readers.
2. E-Readers are loaned for three weeks (21 days).
3. The e-reader may be renewed once, providing no one else has placed a hold.
4. Only one (1) e-reader may be checked out per household.

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5. Upon checkout, the patron along with the staff member will check that all parts are present and complete the Check Out List (COL-FORMS 4) in the carry bag.
6. The e-reader must be returned inside the library at the service desk with a staff member present. Devices not returned in this manner are subject to a \$10 minimum fee to be charged to the cardholder.
7. Upon return, the staff member will check that the device and all accessories are present and in working condition using the Check In List (COL-FORMS 4) in the carry bag.
8. Overdue items are subject to a \$2.00 per day fine with a maximum of \$20.00. The patron's account will be blocked from all checkouts beginning the first day the device is overdue.
9. E-Readers may not be "Claimed Returned". If the device is not checked in, it will be considered not returned and the cardholder will be responsible for all fees and charges associated with the device and its accessories.
10. Upon checkout, the device becomes the responsibility of that cardholder. The patron is responsible for replacement of lost or damaged e-readers, parts and accessories. By checking out the e-reader, the patron automatically agrees to the E-Reader Usage Agreement (COL-FORMS 3).
11. A total of up to \$135 will be charged for lost/unreturned or damaged e-reader and accessories. A breakdown of charges (including processing costs) for lost/damaged pieces includes:
 - ✓ eReader: \$80
 - ✓ USB power cord: \$10
 - ✓ Protective cover: \$15
 - ✓ Carrying case: \$10
 - ✓ AC Adapter: \$20
12. If technical problems are encountered while the device is checked out, the device and all parts should be returned immediately to the library.
13. The library reserves the right to refuse service to anyone who abuses equipment or is repeatedly late in returning electronic devices, has caused damage to electronic devices, or who places the electronic device in the book drop.

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