

**Stromsburg Public Library
Multimedia Projector
Checkout Policy**

1. Any Polk County organization, business, club, or individual may check out the projector for a maximum period of 72 hours.
2. A deposit of \$350 is required to check out the projector. The deposit will be returned when the library receives the projector in the same condition it was prior to checkout.
3. If the projector is lost or returned in a damaged condition, the user will forfeit the deposit in full or in part, depending on the cost of repair. If the projector is lost or if repairs exceed the deposit, the user must reimburse the library for the projector and/or total cost of repair.
4. The deposit will be waived for a Polk County government entity. However, governmental units are required to return the projector within the 72-hour time period and in the same condition it was prior to checkout. The library must be compensated for any loss or repair resulting from usage by governmental body.
5. A 70 x 70 inch screen is also available for checkout with the projector at no additional deposit. However, if the screen is damaged, the user will forfeit the projector deposit, either in full or in part.
6. A \$50 deposit is required if the screen only is checked out. When the screen is returned in its original condition, the deposit will be returned to borrower.

I, _____, on behalf of _____
(name) (organization)

agree to the conditions listed above.

Date Checked Out _____

Date Returned _____

March, 2009

