



WIFI HOTSPOT # _____ DUE: _____

WARNER LIBRARY WIFI HOTSPOT LENDING PROGRAM POLICY

Warner Library lends wi-fi hotspots to Warner Library card holders ages 18 and above with library cards in good standing. Wi-fi hotspots will not be issued to any patron who owes fines for overdue or lost material or to juvenile patrons. The lending period is two weeks, and the hotspots cannot be renewed or reserved. Hotspots are available at the Reference Desk on a first-come, first-serve basis from the time of opening until one hour before the library closes. A hotspot can connect up to ten devices; however, there is no live streaming – or downloading of media to view. The library reserves the right to refuse service to patrons who abuse equipment or who are repeatedly late in returning electronic devices. The library is not responsible for any liability, damages or expense resulting from use or misuse of the device, connection of the device to other electronic devices, or data loss resulting from use of device. Wireless security is not implied. The user acknowledges and accepts all risks associated with the use of the wireless data device. There is no warranty, express or otherwise.

- To borrow a hotspot, a patron must present their library card to the Reference Librarian. At the time of check-out, the patron shall complete the loan agreement on the reverse side of this document. Once a hotspot is checked out to a patron, it becomes the responsibility of that patron.
- Any changes in condition or content while in the patron's care will be the patron's responsibility. The patron is responsible for damage, loss or theft. Patrons should have a basic working knowledge of the device up on checkout. If any technical problems are encountered, patrons should return the device immediately to the Reference Desk.
- Devices must be returned to the Reference Desk at least one hour before the library closes, and should never be returned in the book drop or to another library. Devices returned in the book drop or another library will result in a \$10 fine. The hotspot will be examined to ensure that it is in good condition. If damage to the device is discovered by the Library staff, these costs will be added to the patron's account.
- A returned hotspot must remain in the library for one week before the same individual or family may check It out again.
- An overdue charge of \$10 per day up to the full replacement cost of \$100 will be charged for a hotspot that is not returned. Damaged devices or parts will be charged at full replacement cost. Patrons are responsible for full replacement cost if the device or any parts are lost, stolen, damaged, or otherwise not returned.

Adopted May, 19, 2016 by the Warner Library Board of Trustees

I understand and agree to these rules of use of a Warner Library Wi-Fi Hotspot. By signing this agreement, I accept the above loan policy and am stating that I am responsible to return this equipment to the Warner Library in good working condition and free from damage.

Checkout: *Patron:* Please fill out the following fields:

Print name: _____ **Signature:** _____

Date: _____

Library card # _____ **Email**

address: _____

Warner Library Staff: Please check off to indicate that all pieces of equipment are present at time of check-out. Note device # and due date in upper right corner.

Wi-Fi Hotspot ___ Instruction Sheet ___ Charging Cable ___ Charging Block ___ Carrying Case ___ Patron ID Copied ___

Warner Library Staff initial and date _____

Check-in: Library Staff: Please check off to indicate that all pieces of equipment are present at time of check-in.

Wi-Fi Hotspot ___ Instruction Sheet ___ Charging Cable ___ Charging Block ___ Carrying Case ___ Patron ID Copied ___

Warner Library Staff initial and date _____

