

eReader Lending Policy and Agreement

Dorr Township Library

Guidelines for Borrowing and Use

eReaders can only be checked out from and returned to the circulation desk. They cannot be returned in the bookdrop. A \$5 fine will be imposed for an eReader returned in the bookdrop. Borrowing is restricted to Dorr Township Library residents who hold a valid Dorr Township Library card.

A valid Dorr Township Library card must be presented the first time a patron signs the lending agreement form and checks out a Nook or Kindle. After that, patrons can check out Nooks or Kindles if they do not have their card, but they must show proof of identity. Borrowers must use their own card.

Borrowers must be at least 15 years old. Parents or legal guardians may check out eReaders for patrons under 18; the adult assumes responsibility for the device.

Borrowers must read, understand and sign the borrowing agreement in the presence of a library staff member.

eReaders circulate for 3 weeks and can be renewed if there are no other holds on the device.

Borrowers may not alter software or settings or add or remove anything from the device's internal storage. eReaders will come preloaded with ebooks. Borrowers will not add or remove books from the eReader.

Fines and Liability

Fine for late return is \$1 per day for a maximum fine of \$10. A borrower will be sent a bill for the replacement cost for an eReader not returned 20 days after the due date.

The borrower will pay replacement cost for damaged or lost eReaders or accessories. Replacement values vary per eReader but will include: the device, screen protector, case, power adaptor, pouch for circulating and tag.

Proper Care and Use

As with all electronic devices, use care when handling eReader screens will break if dropped onto hard surfaces.

Immersion in liquids will ruin eReaders.

Borrowers may not alter software or settings or add or remove anything from the device's internal storage. Do not attempt to download eBooks from Overdrive or other websites.

Ereader Lending Agreement

I agree:

To follow the lending guidelines stated above.

To pay overdue fines for any eReader returned late.

To pay full replacement cost for eReaders or accessories that are lost, stolen, not returned or returned damaged.

I have read the entire document and my signature indicates my agreement to abide by the lending policy.

Print Name: _____

Signature: _____

Library Card Number: _____

Staff Initials: _____

Date: _____

Device Barcode: _____