



LEELANAU TOWNSHIP LIBRARY

Chromebook Borrowing Agreement

Terms of Loan and Statement of Liability

Borrower Initials

I acknowledge that the replacement cost of the Chromebook is \$300
Two piece carrying case is \$40
Two piece charging cord is \$20

I understand that this item must be returned to the Leelanau Township Library and should be given to a staff member at the circulation desk. I acknowledge that if the Chromebook is not returned it will be remotely disabled, making it non-functional.

I agree that I am responsible for repair or replacement of any and all parts that are damaged, lost or stolen during my checkout period or if any Library staff identifies any such damage during inspection upon my return of the device and accessories.

I understand that I will be the exclusive user of the device during my checkout period and will not loan, sell, lease, transfer to anyone else, or "hack" it in any manner.

I acknowledge that Chromebooks all have CIPA compliant content filters. The Library is not responsible for content that is accessed on the internet.

By initialing the above and signing below, I acknowledge that I have read the Chromebook Lending Policy and understand the policies of the Leelanau Township Library. I certify I do not otherwise have access to the equipment or services sufficient to access the internet.

Borrower Name (print)

Date

Signature

Current Phone

Signature of Parent/Guardian (if patron under 18)

Leelanau Township Library Chromebook Lending Policy

The Leelanau Township Library offers Chromebooks for patron check out.

Eligibility:

To be eligible to check out a Chromebook from the Leelanau Township Public Library, a user must:

1. Be a library card holder in good standing with a current account and no outstanding charges.
2. Be at least 18 years old or if under 18 have written or verbal permission from parent or guardian.
3. Read, understand and sign the Chromebook Borrower Agreement.
4. Patrons must declare they do not have access to the equipment or services sufficient to access the internet.

Borrower Agreement

Prior to borrowing a Chromebook, the patron will be asked to sign an agreement acknowledging responsibility for the device once it has been checked out to them and that they will be financially responsible for any damage/loss/theft of the device that occurs during their loan period. The Agreement also states that the patron will not alter the device in any way including, but not limited to, deleting content or changing the settings of the device. Damage to the Chromebooks will be assessed by the Library staff who will have the authority to assess damages. Patrons will use the device as intended and will limit their use to the pre-installed settings.

Rules for use:

1. Patrons are expected to read, understand and sign the Chromebook Borrowing Agreement.
2. Chromebooks will be taken out of the Library for a period of 7 days with two renewals with no prior 'holds' pending.
3. If the Chromebook is lost or damaged, charges to the patrons account will be assessed accordingly.
4. Users agree to immediately report any hardware or software problems to the Library staff.
5. Users understand that the Leelanau Township Library is not responsible for content accessed on the internet.
6. The Library is not responsible for information accessed while using the device, for personal information shared over the internet, or any computer viruses that may be transferred to user devices.

Returning Mobile Devices

1. Chromebooks will be returned to the circulation desk inside the Library during normal open hours rather than deposited in the after hours book drop.
2. If the Chromebook is not returned, a fee will be assessed to the patron's account and the device will be remotely disabled.