

Perrot Memorial Library WiFi Hotspot Lending Agreement

Library patrons may borrow Perrot Memorial Library mobile hotspots, subject to the following criteria:

- The patron must be aged 18 or older with a library card in good standing (i.e., library card is not blocked due to lost/damaged material). A valid library card must be presented at the time of checkout.
- Hotspots may not be reserved ahead of time. **Hotspot checkout is limited to one per household for a period of one week and may not be renewed.** Patrons may not check out the same or another hotspot for a minimum of 48 hours after returning.
- Once a hotspot is checked out, it becomes the responsibility of the borrower until it is returned and inspected by library staff. Borrowers are responsible for damage, loss, or theft, and are not permitted to make changes to the device.
- **An overdue charge of \$5 per day** up to the full replacement cost of \$155 will be charged for a hotspot that is not returned. These fines cannot be waived. **Overdue hotspots will be deactivated within 24 hours of the due date, rendering the device unusable until it is returned.**
- The mobile hotspot must be kept in a temperature-controlled environment. Patrons must NOT leave a mobile hotspot in a car.
- The mobile hotspot MUST BE RETURNED TO A STAFF MEMBER AT THE ADULT CIRCULATION DESK, and NOT placed in the book drop. Hotspots may not be returned to another library, including Greenwich Library, Cos Cob, and Byram. **Violation of this return policy will result in a non-negotiable fine of \$10** charged to the patron's library card.
- Upon return, the hotspot will be examined to ensure it has not been tampered with or damaged. If damage or changes to the devices are discovered by library staff, appropriate charges will be added to the borrower's account.
- Hotspots will not be checked in until ALL pieces of the hotspot kit are returned in good condition. This includes the device, case, instructions, all labeling, and the power outlet charger. Failure to pay the replacement cost(s) will result in the loss of borrowing privileges for all library materials. **For parts lost, stolen, damaged, or otherwise not returned, replacement costs will be charged to the borrower as follows, up to \$187 for total replacement cost:**
 - Mobile Hotspot Unit: \$155
 - Case: \$15
 - Power Outlet Charger: \$12
 - Instructions or Labeling: \$5
- The Library reserves the right to refuse service to patrons who abuse equipment or who are repeatedly late in returning materials. **Three (3) late returns of hotspots by the same borrower will result in the permanent loss of hotspot borrowing privileges.**
- 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. The Library is not responsible for any personal information that may be compromised resulting from use of the device.
- Note to Parents/Guardians: Internet content filtering is not provided through the wireless hotspots. Parents/guardians are responsible for monitoring what their children access through the mobile hotspot or any Perrot Memorial Library computer or wireless network.
- This Lending Agreement is valid only for the current fiscal year (July 1 – June 30).

I understand and agree to these rules of use. I also agree to the Perrot Memorial Library Wireless Network and Mobile Hotspot Terms of Service, a copy of which I have received and reviewed:

Signature _____ Date _____

Patron, please fill out the following fields:

Library Card Number _____

First Name _____ Last Name _____

Street Address _____

Email Address _____ Phone Number _____



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