



Circulating Devices Borrowing Guidelines

Borrowing Guidelines:

- The borrower must have a valid CT library card in good standing and be over the age of 18 for most devices. The library card must be presented at the time of checkout and this agreement signed.
- Wallingford residents may reserve devices up to 30 days in advance. Non-residents may reserve a device on the day they wish to pick it up.
- Devices must be returned to the Information Desk before close on the due date. Devices may not be returned in the book drop or to another library.
- Devices may be borrowed for 14 days; no renewals are permitted. Most devices may only be borrowed once per household, per month. Hotspots and Chromebook kits may only be borrowed once per household, every two months. Borrowing privileges may be suspended if households are found in violation.
- Only one device may be borrowed at a time, with the exception of the projector and projector screen.
- Devices are subject to \$5/day overdue fees. Devices with internet connectivity will be disabled after 24 hours overdue. At 7 days overdue, the Library will consider the item lost and the borrower will be billed for the replacement cost.
- It is the borrower's responsibility to protect the item against loss or damage. Borrowers will be billed for the repair or replacement of an item and/or peripherals as a result of loss or damage. Full device replacement costs may be in excess of \$250. A full chart may be viewed on our website or at the Information Desk.
- The borrower shall not make any modifications or alterations to any item.

Borrowing Agreement:

- I have read the above guidelines and agree to abide by the stated guidelines.
- I agree to abide by the Library's policies and rules, and to hold the Library and its agents harmless from any and all claims, losses, damages, obligations, or liabilities, directly or indirectly, relating to the use of the Library's hotspot and internet access provided by the Library or relating to the use of any other Library device.
- I agree to pay any late fees, repair or replacement fees, in accordance with the guidelines above, to the Wallingford Public Library. Borrowers will be billed for damages. The Library reserves the right to assess fees for improperly returned items.
- I understand that the Library reserves the right to suspend my device borrowing privileges if I violate this agreement.