

Hopkins County-Madisonville Public Library
Mobile Hotspot & Laptop Lending Agreement

Patron Name: _____

Library Card Number: _____

Due Date: _____

Staff Initials (Check Out): _____

PLEASE COMPLETE THE FORM BELOW

I, _____, take full responsibility for the electronic device(s) and accessories that I am checking out. I agree to and have received the policies for the equipment borrowed.

PLEASE CHECK EACH ITEM BELOW INDICATING THAT YOU HAVE RECEIVED AND UNDERSTAND THE FOLLOWING INFORMATION:

_____ Mobile Hotspot Device Number & barcode: _____

_____ Laptop Device Number & barcode: _____

_____ Laptop & Mobile Hotspot and Equipment Loan Policies

_____ Due Date Receipt

_____ All devices and accessories are present and in working order at the time of checkout.

_____ Hotspots rely on cellular towers. The library cannot guarantee there will be internet access in your area.

_____ I will not leave the device(s) plugged into an outlet all the time. This can cause the battery to not hold a charge or overheat the device.

_____ Mobile hotspots and laptops CANNOT be returned in the bookdrop. They must be directly returned to a staff member during regular library hours.

_____ I will contact the library immediately if a device is lost, stolen or damaged. I am responsible for the costs associated with lost, stolen, damaged or missing devices and accessories.

_____ For At-Home Loan Laptops Only:

I understand that I have 30 days for check out and I am responsible for returning the items on time and in acceptable condition. If an item becomes overdue, I understand that my borrowing privileges will be blocked. After 24 hours, unreturned equipment may be considered stolen or lost. Charges for full replacement value may be assessed. Local police may be notified to initiate an investigation.

PLEASE SIGN AND DATE BELOW:

Signature

Date