

LENDING GUIDELINES AND AGREEMENT

Guidelines for Borrowing and Use

- A valid Eaton Rapids Area District Library Card, and no outstanding fines over \$10.00, is required to borrow a Thing.
- A valid government issued ID with a picture and current address must be presented. Library personnel will make a photocopy and retain with this agreement prior to Thing checkout.
- Borrowers must be 18 years old or older.
- Borrowers must read, understand, and sign this Agreement at the Front Desk in the presence of a Library staff member every time he/she checks out an item from the Library of Things collection.
- Items must be returned to a staff member. If they are returned in a book drop or left somewhere outside or inside the Library, a \$20.00 fine will be added to the patron's account.

Checkout Limits

- A Thing may be borrowed for 3 weeks, and may be renewed up to 2 times unless another borrower is waiting. Patrons may borrow only 1 Thing at a time.

Fines and Liability

- If an item is more than 60 days overdue, it is considered lost and the borrower will receive a bill to cover the replacement cost. If a billed item is returned in good condition, the bill will be removed from the record.
- The borrower is solely responsible for the Thing and will be billed for reasonable repair or replacement costs associated with damage or loss of Things and/or peripherals due to neglect or abuse.
- A list of replacement costs of Things is maintained by the Library and is available for viewing upon request.
- It is the borrower's responsibility to protect the Thing against loss or damage.
- The Eaton Rapids Area District Library is not responsible for the loss of data while using any equipment.

Care and Operation

- The Thing may only be used and operated in compliance with the Library's policies and manufacturer's guidelines.
- The borrower shall not make any modifications or alterations to the Thing.

THING LENDING AGREEMENT

I agree:

- To abide by the Eaton Rapids Area District Library's Library of Things Lending Guidelines as stated above.
- To pay full repair and/or replacement costs should the Thing or components of the Thing be stolen, lost, not returned, or damaged.

In consideration of being permitted to borrow the Thing, I hereby voluntarily waive, release, and discharge and covenant not to sue the Eaton Rapids Area District Library Authority ("Library"), its respective successors, assigns, officers, agents, employees and volunteers (hereafter referred to as "Releasees") from any and all claims, actions or demands of any kind, nature and description, including claims or actions for damages for death, personal injury, or property damage and from any and all liabilities, damage, injuries, action or causes of action either at law or in equity, whether caused by any defect in the Thing, negligent act or omission of the Releasees, or otherwise arising out of, or in any way, related to or connected with my borrowing the Thing.



THING LENDING AGREEMENT CONTINUED

Library of Things

Print Name

Signature

Date

Patron Library Card Number

Patron Phone Number

A Library representative and I have reviewed the contents of the Thing and agree that all parts are present at checkout.

Patron Initial: _____

Staff Initial: _____