

GARDINER LIBRARY
eReader Loan Agreement -- Terms and Conditions

Gardiner Library lends eReaders to residents of Gardiner (or patrons of Gardiner Library) for a period of two (2) weeks. Residents (or patrons) must be age 18 and over, with an established Gardiner Library card in good standing (no fines or overdue items and no history of a delinquent account.) The Library reserves the right to refuse service to anyone who abuses the equipment. The eReaders are being lent out for educational purposes only. The readers have a selection of books on a variety of topics. Ebook title availability varies.

Lending Procedure:

- Verify that the equipment (USB cable, power adapter and eReader) is in good working order.
- Sign the eReader Loan Agreement below, place in appropriate section in the notebook and make a copy for the patron if requested.

Returning Procedure:

- Return the eReader to the Circulation Desk at the Gardiner Library **only**.
(NO BOOK DROP PLEASE! – A fine of twenty-five (\$25) dollars will be charged in the event an eReader is returned in the book drop regardless of whether or not it is damaged.)

Fines and Liability

- We will check the equipment to ensure proper working order when you borrow and return.
- You must use reasonable care when the equipment is in your possession keeping it safe from water and being dropped.
- You are responsible for damaged or lost items and parts (The eReader is loaned with two accessories, a USB cable and a USB power adapter for a wall outlet).
- Any damage to the equipment will be noted on your record and billed accordingly.
- Replacement cost of a damaged or lost eReader - \$100
- The overdue fine is \$5.00 per day or any part of a day
- Until fines or replacement fees are paid, your library account will be blocked

eReader Loan Agreement

I have read the terms and conditions. The equipment is in good working order. By signing below, I agree to the terms and conditions.

I will return the eReader on (Date) _____

Barcode # on eReader: _____

Borrower's Name (Print): _____

Signature: _____ Staff Initials: _____

Deposit (\$100 Cash) : _____ or Check # _____

RETURN RECEIPT

Returned Date: _____ Time: _____ Late-fee assessed (y/n): _____

Deposit returned or withheld (y/n): _____

Staff signature: _____

If equipment is damaged or parts are missing, describe condition and retain receipt: