

Tazewell County Public Library Hotspot Lending Agreement

Tazewell County Public Library (TCPL) lends Wi-Fi hotspots free of charge to TCPL cardholders that are over 18 years old. Cardholders must be in good standing (no excessive fines or overdue items) to checkout a hotspot. TCPL reserves the right to refuse service to patrons who abuse equipment, who are repeatedly late in returning electronic devices, or if the guidelines of the lending agreement are not followed.

Wi-Fi hotspots are available at the circulation desk on a first come first serve basis. Hotspots must be checked out on your own card. Your TCPL library card and a photo ID must be presented at checkout to verify identity. One hotspot checkout allowed per household. Parents/guardians are responsible for use of the hotspot by minors.

Hotspots should be returned during open hours to a staff member at the circulation desk. A staff member will inspect and verify the contents of the hotspot case before checking in the hotspot. A hotspot will not be checked in unless all items (hotspot, cable, battery, & packaging) are returned. The late fee for hotspots not returned by the due date is \$1.00 per day for up to 30 days. The service to the hotspot will be remotely disabled three days after the due date. If a hotspot or any of its accessories (battery or charge cable) are lost, stolen, damaged, or not returned within 30 days after the due date, the cardholder is responsible for the full replacement cost of \$185.00 plus processing fees.

Do not return hotspots in a book drop. If a hotspot is returned in a book drop and is damaged, the cardholder will be charged the full replacement cost of \$185 plus processing fees. To avoid this charge, please return the hotspot to a staff member at the circulation desk.

If you encounter a technical issue, return the hotspot to the library as soon as possible. Do not attempt to repair or alter the hotspot. Any attempt to alter the configuration of the hotspot will result in the cardholder being charged the full replacement cost of \$185 plus processing fees.

Please Read & Initial Each Line Below:

_____ I understand that I am responsible for the use of the hotspot by any other individuals while it is checked out to me.

_____ I understand that the device does **NOT** provide content filtering.

_____ I understand that TCPL or the service provider are not responsible for any liability, damages, or expense resulting from use or misuse of the hotspot including any files, data, or personal information accessed, transmitted, lost and/or damaged while accessing the internet via the hotspot.

_____ I understand that the hotspot must be returned in the same condition that it was in at the time of check out.

_____ I understand that I am responsible for the care of the hotspot checked out to me and if the hotspot or any accessories are damaged, lost, or stolen, I am responsible for paying the full replacement cost of \$185.00 plus processing fees.

_____ I understand that mobile service for the hotspot does not include international service and that I am responsible for paying for any additional cost charged to TCPL due to international roaming fees.

By signing below, I acknowledge that I have read and agree to the terms of this lending agreement.

_____ Signature

_____ Printed Name

_____ Library Card Number

_____ Date

_____ Due Date for hotspot

Library Staff Only:

Please initial after completing each step.

_____ Verified library card & photo ID.

_____ Reviewed lending agreement with patron.

_____ Provided a copy of the lending agreement to the patron after signing.

_____ Instruct the patron on how to turn on the device and locate the device name and password.

_____ Checked contents of hotspot before check-out (1 hotspot, 1 battery, 1 cable, & packaging – turn device on to verify it is working).

_____ Checked contents of hotspot before check-in (1 hotspot, 1 battery, 1 cable, & packaging – turn device on to verify it is working).