

Mobile Device Lending Guidelines and Agreement

October 27, 2020

Guidelines for Borrowing and Use

- Mobile devices (Hotspots, Laptops or Tablets) lent out by the Humboldt County Library System, may only be checked out from a Circulation Desk or Bookmobile. These items are not available through Curbside-Pickup.
- A Valid Humboldt County Library card with current address and no outstanding fines above \$5.00 is required to borrow a Mobile Device.
- A Valid government issued ID with picture and current address must be presented. Library personnel will make a photocopy and retain with this agreement for one year, prior to Mobile Device checkout. If the address on the ID and account do not match, you will be asked to validate your account by bringing proof of address.
- Borrowers must be at least 18 years old. Borrower's ages 13 to 17 can check-out mobile devices for in-library use with an Agreement signed by the parent/guardian on file prior to their first check-out.

Time Limits and Availability

- Mobile Devices-In Library use
 - May be borrowed for up to three-hour intervals, and may be renewed up to three times in a single day, unless another borrower is waiting. Devices must be renewed and returned in person at a Circulation Desk. Devices must be returned to a Circulation Desk at least thirty (30) minutes prior to the library closing, even if this does not allow for the entire four-hour loan period. The device must be returned with the power on.
- Mobile Devices-Checked-out from Library
 - May be borrowed from a Humboldt County Library Branch for one (1) week intervals, and may be renewed at a Circulation Desk up to three (3) times. Customers may borrow only 1 mobile device at a time unless borrowing a Chromebook and a mobile hotspot. Overdue fees for Mobile Devices are accumulated at \$0.50 a day, after 90 days overdue the item is billed for the full price. Mobile Hotspots are turned off if they become overdue.

Fines and Liability

- There are no fines for hourly borrowing of devices. However, the borrower is solely responsible for the Mobile Device and will be billed for reasonable repair or replacement costs associated with damage or loss of Mobile Devices and/or peripherals due to neglect or abuse and for the full cost of the device if lost or stolen.
- A list of the replacement costs of Mobile Devices is maintained by the Library and is available upon request.
- The responsibility to protect against loss is the borrowers.
- Humboldt County Library is not responsible for the loss of any data while using this equipment.
- WARNING:
 - NRS 379.160 Willful detention of or damage to property of public library; penalties; liability of parent or guardian.
 - 1. Any person who willfully detains any book, newspaper, magazine, pamphlet, manuscript, filmstrip or other property of any public library or reading room for more than 30 days after receipt of written notice demanding the return of any such article or property shall be punished by a fine of not more than \$500.
 - 2. Any person who willfully cuts, tears, defaces, breaks or injures any book, map, chart, picture, engraving, statue, coin, model, apparatus or other work of literature, art, mechanics or object of curiosity deposited in any public library or reading room shall be punished by a fine of not more than \$500.
 - 3. The parent or guardian of a minor who willfully and maliciously commits any acts within the scope of subsection 1 or 2 is liable for all damages so caused by the minor.

Initial Here: _____

Proper Care and Use

- As with any Mobile Device, use care when handling.
- Return the Mobile Device with all parts and components.

MOBILE DEVICE LENDING AGREEMENT

I Agree:

- To abide by The Humboldt County Library's Mobile Devices Lending guidelines as stated above.
- To pay an overdue fine as stated above if the Mobile Device is returned late.
- To pay full repair and/or replacement costs should the Mobile device or components of the Mobile Device be stolen, lost, not returned or damaged.
- To hold harmless the Humboldt County Library Authority, and/or its employees, agents or representatives, for any damage to any disk, computer, device, or for any loss of data, damage or liability that may occur from use of these devices, or malfunctioning library hardware or software.
- To take appropriate caution with personal information while using library mobile devices. The library disclaims all liability for loss of confidential information or damages resulting from that loss, and accepts no responsibility for breach of privacy.

Device Checked Out

- Chromebook
- Leap Tablet
- e-Reader Tablet
- Mobile Hotspot

I have read the entire document and my signature below indicates my agreement with the above statements.

Date:

Borrower's Printed Name:

Library Card #:

Parent/Guardian's Printed Name (if borrower is a minor):

Parent/Guardian's Signature (if borrower is a minor):

Borrower's Signature:

I understand as a parent or guardian that I am responsible for my child if the mobile device is damaged, lost or stolen, and enter into this agreement on their behalf.