



Hours: Monday 10-5
Tuesday 10-8
Wednesday 10-5
Thursday 10-8
Friday 10-5
Saturday 10-5
Sunday 11-3
519-538-3500

Technological Equipment Lending Agreement

Time:

Date:

Due Date of item(s):

I hereby agree to the following terms and conditions when borrowing equipment from the Meaford Public Library. This agreement is valid until the item(s) listed below are returned in good condition, at which time it will be shredded.

Equipment Borrowed with barcode:

1. _____

2. _____

Equipment Condition:
(staff initials)

☐

The technological equipment has been tested prior to loan and has been verified to be functioning properly with all components.

Damages & Content:
(patron initials)

☐

The technological equipment will be reset upon return; all content will be erased and no longer available to me.

☐

I am responsible for reporting any damages or equipment malfunctions immediately.

☐

I am responsible for all damages due to accident, neglect, abuse, or loss once this item has been checked out. In the event of damage or loss, full replacement value and/or all costs associated with repair or replacement of the equipment loaned will be billed to me, according to Schedule A.

☐

I understand that I am personally responsible for this equipment and may not loan it to a third party.

☐

The Library is not responsible for any personal injury or death as a result of the equipment borrowed.



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Lateness:

- ☐ I agree to return the equipment to the Circulation Desk no later than the closing time on the day it is due.
- ☐ I understand that the equipment loan period is not renewable.
- ☐ I understand if the technology and equipment is overdue I will be charged overdue fines and that my library privileges will be suspended until such time as the equipment is returned in proper condition.
- ☐ I understand that I will be charged overdue fines up to the full replacement cost of the item.

I certify that I have read and accept my responsibility related to the loan of this technological equipment.

Library card number

Printed Name

Phone Number

Signature

Date

Schedule A: Replacement costs for damaged or lost components are listed below:

BluRay/DVD Player	\$200
Carrying Cases for Equipment	\$20
Charging Cords/Adapters	\$25
Chromebooks	\$550
BluRay/DVD Player	\$200
Kobo eReaders	\$250
Pedometers	\$25
Power Monitor	\$50
Projector	\$500
Switch Nintendo Game Console	\$500
Switch Individual Games	\$100
WiFi Hotspots	\$200

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For Staff Use:

Item Returned on: _____

All items present: ☐

Staff initial: _____

To read the Technological and Recreational Equipment Lending Policy or for additional information, visit the Library's Website under "Policies" at <https://www.meaford.ca/about/policies.html>