

Winfield Public Library

Hot Spot Usage Agreement

By my signature below, I acknowledge that I have read and agreed to all of the following statements for checking out a hot spot from the Winfield Public Library.

- Patrons must have a valid Winfield Public Library card and be in good standing to borrow a device.
- Patrons **must be 18 years old to borrow a device**, and must provide a photo ID showing their age.
- Devices may be checked-out on a first come, first served basis, with a patron only being able to check out one device at a time.
- I agree to accept full responsibility for the device and its accompanying items.
- I agree to pay a late fee of \$1.00 per day if the device is not returned by the due date. Hot spots lend for 7 days and cannot be renewed. Upon return, patrons will not be able to check out another hotspot for 14 days.
- Failure to return the device, abide by WPL's policies, or reimburse for damage will result in suspension of library services and use.
- **If the device is not returned on time, the Library will shut down the connection, making the device unusable.** I understand that I will pay the replacement fee for the device along with any associated costs.
- I must return the device in the same working order in which it was received.
- **When returning the device, I agree to hand it to a WPL employee and wait while it is checked back in. I understand that simply leaving it on WPL grounds does not mean that I have returned the device. I will not return the hot spot in the book drop.**
- I accept full financial liability for the device while in their possession and agree to pay all costs associated with damage to, loss of, or theft of the device and its items per WPL policy while it is checked out to me. (FEES included)
- I agree that Winfield Public Library may use any appropriate means to collect the amount owed for fines, damage, loss, or theft.
- I will abide by the Library's Internet Use and Social Networks policies as outlined at <https://www.wpl.org/using-the-library/get-oriented/computers/>. **I have received a copy of these policies.** I understand that there are not filters on these devices and I indemnify WPL for any loss or liability that may occur as a result of any violation of the Computer Use and Internet Use policies.

I have read and agree with all of the responsibility and liability statements. I will adhere to all WPL policies. I understand that the library's wireless network is not secured and I assume all risk for any information I send or receive. Violation of any of the above may result in loss of library privileges as determined by the WPL Director.

Signature _____ Date ____/____/____

Name Printed _____

Library Use Only

Library Card Number:

Hot Spot Number:

Due (7 days):

Check Out:

Staff, please check off to ensure all pieces are present at time of check-out:

Hot spot (with battery and SIM Card) charger black case checkout bag

Check In:

Staff, please check off to ensure all pieces are present at time of check-in:

Hot spot (with battery and SIM Card) charger black case checkout bag

Staff, upon hot spot return, mark patron card in Polaris with their next available hot spot check-out date (14 days from date returned).