

Borrower barcode #:

MEDWAY

PUBLIC LIBRARY

DATE:

Borrower name:

Last

First

Library of Things Guidelines for Borrowing and Use

Prior to borrowing an item from the Library of Things for the first time, all patrons will be required to sign the Library of Things Lending Agreement. The Lending Agreement will last for the duration of the patrons Medway Library card (5 years from creation date and renewable). A parent or guardian signature will be required for patrons under the age of 18.

- ❖ A valid Minuteman Library Network card in good standing with no outstanding fines above \$100 is required to reserve and borrow an Item.
- ❖ Items lent by the Medway Public Library must be checked out from, and returned to, the Main Desk of the Medway Public Library during regular operating hours. Item may not be returned in any return bins or to any other library.

Proper Use, Liability, and Release of Claims

- ❖ The borrower is solely responsible for the Item and will be billed for reasonable repair or replacement costs associated with damage or loss of the Item and/or peripherals due to neglect or abuse. All tools and equipment are to be returned in the same (or better) condition as they were borrowed, barring normal wear and tear. **All tools must be returned clean.** The Library has sole discretion in assessing the condition of an Item.
- ❖ The Medway Public Library staff claims no expertise and makes no representation concerning the fitness of any tool for any particular use.
- ❖ The borrower agrees to inform library staff regarding any issues with the item (broken pieces, dead batteries, cosmetic damage, lost items, etc...).
- ❖ The borrower is responsible to protect against loss/damage. Library staff will inspect items prior to borrowing and again upon return. Return the Item with all parts and components in the original library container to the Main Desk of the Medway Public Library.
- ❖ The borrower agrees not to allow any other individual to use the borrowed item.
- ❖ Borrower understands that Wi-Fi hotspots do not allow for international roaming.
- ❖ Borrower understands that failure to return Wi-Fi hotspots will result in the hotspot being disconnected.
- ❖ Borrower understands that only ONE Wi-Fi hotspot is allowed to be checked out at any given time.
- ❖ Borrower understands that once a Wi-Fi hotspot is returned, they may NOT check it back out for 24 hours. They may check out a different hotspot provided there is another available.
- ❖ Borrower understands that Food Processing Items must be returned clean, dry, and that Medway Public Library is not responsible for cleaning these items.
- ❖ Parents/guardians are responsible for the use of the Item by minors.

I acknowledge that the Medway Public Library is not responsible or liable for any accidents, property damage, or injury (to include death), that may occur from use of any

Item and that failure to comply with the rules and guidelines will result in the loss of my borrowing privileges.

In consideration of the opportunity to participate in the Town of Medway Library of Things program, and for other good and valuable consideration hereby acknowledged, I agree to forever RELEASE, HOLD HARMLESS, and COVENANT NOT TO SUE the Town of Medway, the Medway Public Library, their employees, agents, officers, and volunteers, from any and all claims, actions, rights of action and causes of action, damages, costs, expenses, compensation and attorneys' fees that may arise, directly or indirectly, from known and unknown personal injuries to myself, or my death, or property damage, which I or my heirs, successors, or assigns may have as the result of my participation in the Library of Things program.

I am fully aware that by signing this document I am releasing the above-mentioned parties from liability that may arise as a result of intentional or negligent acts of those parties and am giving up certain substantial rights.

Witness my hand and seal this _____ day of _____, 20__.

PLEASE PRINT CLEARLY

Borrower Name (or legal guardian/authorized borrower)

Phone Number

Address

Street

City

State

Zip

Email

Borrower or Legal Guardian/Authorized Borrower Signature

Date

STAFF USE ONLY

1. Check ID – Borrower/guardian 18+
2. Account in good standing?
3. Contact info matches library account?
4. Note added to patron account with date?
5. Lending period / late/replacement guidelines shared?

STAFF INITIALS: _____

AGREEMENT EXPIRES: _____