

The Mechanicsville Public Library Hotspot Lending Agreement

Guidelines for borrowing a Mobile Hotspot

- Patrons must be Mechanicsville or Cedar County Rural Residents aged 18 or older and must sign this agreement at the Circulation Desk each time a Mobile Hotspot is checked out.
- A valid Mechanicsville Public Library account and valid photo identification must be presented at the time of checkout.
- Patrons must be in good standing with the library, having a library card for a minimum of 60 days with household fines/fees of less than \$5.00.
- Mobile Hotspots may be checked out for one week with no renewals.
- Hotspots must be returned to a staff member at the circulation desk, and not placed in the book return.
- Check in of the hotspot must be 30 minutes or more before the library closes. Patron must remain present until equipment is checked and cleared from the cardholder's account.
- Overdue mobile hotspots will be deactivated within 24 hours of the due date.

Fines and Liability

- There are no overdue fines for Hotspots and components, however overdue hotspots will be deactivated within 24 hours of the due date.
- Patrons will be charged a \$10.00 fine for mobile hotspots returned through the book drop.
- Mobile hotspots should be kept in a temperature-controlled environment, do not leave in your car.
- The patron is responsible for costs associated with loss, theft, or damage of the hotspot and accessories.

Mobile Hotspot Replacement Costs	
Mobile Hotspot Unit	\$100.00
Charging Cord/Adapter	\$15.00
Case	\$17.00
Total Replacement Cost	\$132.00

I agree to abide by the Mechanicsville Public Library's Mobile Hotspot Lending Guidelines as stated above. I understand that if I return the mobile hotspot through the book return, I will be charged a \$10.00 fine, and I agree to pay the full replacement costs should the mobile hotspot be lost, stolen, or damaged.

I have read this entire document and my signature below indicates my agreement to the terms and conditions outlined above.

Phone:

Email:

CHECK OUT CONFIRMATION

Print Cardholder's Name

Date

Cardholder's Signature

Date

Staff Signature (Verifies the hotspot and accessories are included and operational at the time of checkout)

SEE BACKSIDE FOR CHECK IN CONFIRMATION

The Mechanicsville Public Library Hotspot Lending Agreement

PATRON NAME:

UNIT #:

BLOCK DATA

(Within 24 Hours of Due Date)

DUE DATE:

CHECK IN CONFIRMATION

Cardholder's Signature

Date

Staff's Signature

Date

(Verifies the hotspot and accessories have been accounted for and in good working condition.)