 Sherman Public Library District

Mobile Hotspot Policy and Loan Agreement

**HOTSPOT SERVICE:** The library lends Wifi Hotspots with Sprint 4g LTE service. The quality of service is subject to the signal strength in the location the device is being used. Cardholders may find it beneficial to review a Sprint service map before checkout.

**ELIGIBILITY**: Hotspots are available for check out to Sherman Public Library District cardholders ages 18 and above with a library card in good standing (no blocks, fines or lost materials.) A library card and valid driver’s license or other state ID must be presented at check out. Cardholders must sign the Hotspot Loan Agreement each time a device is checked out.

**USE**: Hotspots may be used to provide internet access to any WiFi capable device. Up to 10 electronic devices may be connected at one time. Cardholders must abide by the library’s Policy for Access to Electronic Information Networks while using the Hotspot. The WiFi service is unfiltered and it is the responsibility of the cardholder to monitor the information obtained from the equipment.

**LOAN PERIOD**: The loan period for a Hotspot is one week with no renewals. Cardholders must wait at least 24 hours after returning a Hotspot to check it out again. Cardholders may request to be placed on a wait list for Hotspots, but no specific date can be guaranteed. Holds may not be placed through the library’s online catalog. The library reserves the right to deny service to habitually delinquent users, or their families.

**RETURNS AND LATE FINES**: Hotspots must be returned in-person to library staff at the service desk. Hotspots should never be returned in the outdoor book drop or to another library. Cardholders will be required to wait while the Hotspot is checked to ensure all equipment has been returned and is intact. If any components of the equipment are missing or damaged upon check in, the library reserves the right to charge the cardholder for the repair and/or replacement costs (see Replacement and Damage Fines.) Late fees will be assessed at $1.00 per day. Service for Hotspots that are seven days overdue will be shut off and the cardholder will be billed for the full replacement cost.

**LIABILITY**: The cardholder agrees to assume any and all liability while using the device. The library is not responsible for any liability, damages or expense resulting from use or misuse of the device, connection of the device to other electronic devices or data loss resulting from use of the device.

**REPLACEMENT AND DAMAGE FINES**: The cardholder assumes full financial responsibility for a lost, stolen or damaged Hotspot or associated equipment. Any Hotspot equipment malfunctions should be reported immediately to library staff. A repair or replacement fee will be charged for a damaged or lost Hotspot device, power cord, or carrying case. Overdue accounts are subject to additional processing and collection fees (see Returns and Late Fines.) The library may seek legal action against patrons owing in excess of $50.00, according to Illinois Library Theft Act.

\* Illegal use of the Internet is prohibited. The Library is committed to providing its employees and patrons with an environment that is free from all forms of harassment, including sexual harassment, and prohibits the display of obscene material, child pornography, and material that is harmful to minors. All Internet access is governed under the ILLINOIS COMPILED STATUTES, Ch. 720, Criminal Offenses, Sec 5, Article 11 regarding lewd, obscene and/or pornographic behavior. Violations of this act will be reported to the Sherman Police Dept.

**Sherman Public Library District**

## Hotspot Loan Agreement

The Sherman Public Library District is providing to the signer of this agreement with the following:

* Beacon Mobile Hotspot
* Power adapter
* Case
* Instructions

The value of all these parts together is: $200

I agree that all of the equipment listed above was loaned to me in good working order. I agree to all terms in the Sherman Public Library District’s Hotspot Policy and accept full financial responsibility in the event the equipment listed above is lost, stolen or damaged while in my care. I understand that a replacement charge of $200 will be charged to my account if the item is not returned.

|  |
| --- |
| Name (print) |
| Address |
| Phone |
| Email |
| Library Card Number |
| Hotspot Number |
| Checkout Date |
| Due Date |

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_