

Library of Things - Guidelines for Borrowing and Use

A valid CW MARS library card in good standing (no fines in excess of \$10 or billed items) is required to borrow from the library. Library of Things items must be checked out from and returned to the Reference Desk at the Chicopee Public Library's Main Library at 449 Front Street, Chicopee, MA. These items may not be returned to any other branch or CW MARS library. Please do not return in bookdrop. Borrowers of Library of Things items must be 18 years or older, and must sign the Library of Things Lending Agreement on the back of this document.

LOAN PERIODS AND FINES

Library of Things items may be borrowed for 2 weeks with no renewals. If an item is not available, you may place a hold to be put on a wait list. One item from the Library of Things may be borrowed at a time (with the exception of hotspots). Library of Things items accrue overdue fines at \$2 per day.

PROPER USE AND LIABILITY

Use care when handling a Library of Thing item. Staff will inspect items prior to borrowing and again upon return. The borrower is solely responsible for the item and will be billed for replacement costs associated with damage or loss of the item and its components.

The Library has sole discretion in making decisions about an item's damage.

The replacement costs of the Library of Things items are listed on the item's tags.

Library staff are also able to give information about replacement costs upon request.

The Library of Things Lending Agreement is available online and upon request. The Chicopee Public Library is not responsible for any injury, loss, or damage that may occur from use of a Library of Things item.

Lending Agreement

By borrowing a Library of Things item, I agree:

- To abide by the Chicopee Public Library's Library of Things Guidelines for Borrowing and Use.
- To pay an overdue fine, as outlined, if the item is returned late.
- To pay full repair and/or replacement costs should the item or its components be stolen, lost, damaged or not returned.

I acknowledge that the Library is not responsible for any injury, loss, or damage that may occur from use.

Signature: _____

Date: _____

Print name: _____

Phone #: _____

Staff initials: _____

The library will keep this signed agreement on record for the Library of Thing item you are borrowing today and any library of Things items you may check out in the future.

