

Policy

The Richland Public Library lends electronic devices to Richland Public Library card-holders ages 18 years old or older, whose accounts are in good standing (no fines exceeding \$5 or expired).

Device checkout is limited to one per household for 3 weeks and the device may be renewed if there are no existing patron holds on the item. The Library's Wi-Fi Hotspots will not operate outside the continental United States and are available at the Circulation Desk. The Library reserves the right to refuse service to patrons who have damaged equipment. 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 lost resulting from use of the device.

Procedure

I understand I must present my Library card and government issued photo identification to staff at the Circulation Desk.

Once an electronic device is checked out to me, it becomes my responsibility. Any changes in condition or content while in my care will be my responsibility. I am responsible for damage, loss, or theft. I should have a basic working knowledge of the device on checkout. If any technical problems are encountered, I should return the device immediately to staff at the Circulation Desk.

I understand the device must be returned to staff at the Circulation Desk and should never be returned in the book drop. Devices returned in the book drop will result in a \$115 fine. Once returned, the device will be examined to ensure it has not been damaged. If damage to the device is discovered by Library staff, appropriate costs will be added to my account. If the device requires replacement, the patron will be assessed the full replacement cost (as of February 2020, that replacement cost is \$100 plus a \$15 processing fee but this may be subject to change based on pricing from the Wi-Fi Hotspot vendor). Please note that replacement costs may not be waived nor can the device be replaced by the patron.

I understand and agree that an overdue charge of \$1.00 per day up to a maximum late fine of \$10 will be charged and that wireless service to the device will be suspended after 10 days. The full replacement cost of \$115 will be charged for a device that is not returned and my library borrowing privileges will be suspended. I further understand and agree to pay all costs associated with damage to, loss of, theft of or failure to return the electronic device while it is checked out to me. If I fail to pay the replacement cost for a lost device, my borrowing privileges at the library will be revoked.

Internet Use

The Richland Public Library is not responsible for any information accessed or action taken by a patron while using this electronic device or for personal information shared over the Internet. Users are encouraged to use safe Internet practices. The following behaviors can result in suspension of device privileges and/or criminal prosecution: viewing, displaying, or disseminating materials that are judged in accordance with current legal definitions as being obscene; use of the Internet in any way that violates federal, state, or municipal laws.