

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone Number: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Email: \_\_\_\_\_

## TERMS & CONDITIONS

The Saugerties Public Library lends our ereaders to Town of Saugerties patrons with library accounts in good standing. Patron must be 18 years or older, with a verified mailing address. The loan period is 3 weeks with the option to renew 1 time for an additional 3 weeks from the date of renewal if there are no holds on the ereader.

### eReader Loan Procedure

- Patron and Staff member must verify the equipment is in working order and all parts are present at time of check out.
- Sign the eReader Loan Agreement

### eReader Return Procedure

- Return the ereader to the Information Desk inside the Saugerties Public Library only.
- PLEASE DO NOT RETURN IN THE BOOK DROP or to any other library.
- Staff member verified the equipment is in working order and all parts are present at time of check in.

### Fines and Liability

- The ereader and accompanying equipment remain the property of the Saugerties Public Library.
- The borrower is responsible to protect the device against damage and loss throughout the loan period.
- The fines for an overdue ereader will be \$1.00 per day the library is open for the first 2 weeks. After that, the full replacement cost will be applied to the patron record.
- There is a late fine cap of \$12, which will be applied in addition to other costs and fees if the items are not returned.
- eReaders are subject to a replacement cost if the device is:
  - Returned with damaged or missing components that renders it wholly or partially inoperable.
  - Not returned by 2 weeks beyond the loan period.
  - Returned in the Book Drop or to another library.
- Patron's library account will be blocked until all assessed replacement costs are paid.

By signing, I certify that I have read and agree to the terms and conditions outlined above.

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

The Library Director reserves the right to limit or restrict library equipment usage.