

**Concord Free Public Library
Wireless Hotspot Circulation Policy**

The Concord Free Public Library is pleased to offer wireless Hotspot devices for loan to library patrons. Library patrons who are 18 years of age and older must have a signed "Wireless Hotspot Borrowing Agreement" on file assuming financial responsibility for lost or damaged equipment in order to check out a wireless hotspot. Library patrons who are minors (under 18 years of age) must have a signed "Wireless Hotspot Borrowing Agreement for Minors", signed by a parent/legal guardian, on file in order to check out a wireless hotspot.

Loan period: 1 week, with a 1 week renewal option

\$2/day late fine

Wireless hotspots are available for request by Concord residents only.

Limit: 1 wireless hotspot per person

Do not place wireless hotspots in book drops (outside or inside)

Wireless hotspots must be returned to the Circulation Desks at either the Concord Free Public Library's Main Library at 129 Main Street or at the Fowler Branch Library at 1322 Main Street and may not be returned to any other Minuteman Library Network location.

Patrons are responsible for any damage, loss, or theft of the wireless hotspot while it is checked out to them. Do not leave the wireless hotspot unattended while it is checked out to you.

Replacement costs are as follows:

Lost or damaged wireless hotspot - \$150

Processing fee - \$10

Travel case - \$15

2 Cables - \$30

Outlet plug - \$22

Total cost= \$227

Adopted by the Concord Free Public Library Committee on April 19, 2016.

Wireless Hotspot Borrowing Agreement

I agree that by checking out a wireless hotspot from the Concord Free Public Library that I am assuming responsibility for any damage, loss or theft of the device while it is checked out to me. I will be responsible for the entire replacement cost of the wireless hotspot, the cables, outlet plug, and the travel case (\$217) as well as a packaging and processing fee (\$10) for a **total of \$227.00**. I acknowledge that my account is in good standing (no fines or overdue materials in excess of \$10.00).

My signature below indicated that I have read and agree to the terms of the Concord Free Public Library Wireless Hotspot Circulation Policy and the Wireless Hotspot Borrowing Agreement.

Print name

Phone #

Signature

Date

Wireless Hotspot Borrowing Agreement for Minors

I am the parent of legal guardian of (name of minor) _____. I hereby give (name of minor) _____ permission to borrow a wireless hotspot from the Concord Free Public Library. I agree that by permitting (name of minor) _____ to check out a wireless hotspot from the Concord Free Public Library that I am assuming responsibility for any damage, loss or theft of the device while it is checked out to (name of minor) _____. I will be responsible for the entire cost of the wireless hotspot, the cables, outlet plug, and the travel case (\$217) as well as a packaging and processing fee (\$10) for a **total of \$227.00**. I acknowledge that my account is in good standing (no fines or overdue materials in excess of \$10.00).

My signature below indicates that I have read and agree to the terms of the Concord Free Public Library Wireless Hotspot Circulation Policy and the Wireless Hotspot Borrowing Agreement for Minors.

Print name of Parent/Legal Guardian

Phone #

Signature of Parent/Legal Guardian

Date