

Library of Things Borrower's Agreement Policy

1. Patrons must be age 18 or over to borrow the BPL Library of Things.
2. Patron's library account must be in good standing with no more than \$5 in accrued fines.
3. Prior to borrowing an LOT item, the patrons must:
 - sign the Waiver and Indemnification Form
 - sign this Borrower's Agreement Policy
 - verify their current mailing address and identity with
 - a valid PA driver's license or PA state ID with the patron's current address, that matches
 - a utility statement, government agency letter, or other invoice with the same address as the ID that is less than 40 days old.
4. LOT items may be borrowed for 14 days. Patrons may not renew a LOT item, and once returned, the patron will not be able to check out the same item for 14 calendar days.
5. Patrons may have up to three (3) LOT items checked out at one time.
6. A LOT item may be reserved in advance using the Library's online catalog or by calling the Library. Patrons will receive a phone call when a reserved item is ready, and have three (3) days to pick it up.
7. LOT items must be returned to the Circulation Desk and received by a staff member. LOT items may not be returned in the book drop. Items returned in the book drop will result in a \$10 fine.
8. Items must be returned CLEAN and in the same condition as issued (except for normal wear).
9. The borrower agrees to pay late fees of \$1/day and for lost, damaged, or soiled items. The borrower agrees to accept the Library's assessment of the condition and of fair restitution for damage, dirtiness, lateness, and/or loss of items in part or in total. This restitution amount could equal the full replacement cost of the item plus a \$5.00 administration fee.
10. The borrower agrees to report any damage or loss to the Library immediately. The borrower also agrees to pay for the loss or damage to any item and further agrees to accept the Library's assessment of the condition of items and to further agree to the Library's assessment of fair restitution for damage, soiled condition, a late (overdue) return, and/or loss of items in part or in total. This restitution amount could equal the full replacement cost of the item.

Library reserves the right to make exceptions to this policy or to refuse the loan of any item at its discretion.

Signature _____ Date ____/____/_____

Staff Member _____

Patron Account # _____