

CHICAGO RIDGE PUBLIC LIBRARY WIFI HOTSPOT LOAN & USE POLICY

Purpose

In order to promote access to the Internet and online resources outside the library, the Chicago Ridge Public Library offers WiFi hotspots as a part of its circulating collection. The ability to circulate WiFi hotspots may change at the discretion of the service provider.

Loan Policy

- WiFi hotspots are available on a first-come, first-served basis to Chicago Ridge Public Library patrons 18 years of age or older with a valid Chicago Ridge Public Library card in good standing (not expired and fines not over \$5.00).
- Patrons may have only 1 WiFi hotspot checked out at a time on his or her library card.
- WiFi hotspots may be borrowed for a 2 week loan period.
- WiFi hotspots can be renewed for an additional 2 weeks by phone if no one is waiting to borrow one.
- WiFi hotspots must be returned in person to the Adult Services Desk. Do not return the WiFi hotspot in the outside or inside book drops because it will get damaged and you will be fined. Borrowers are advised to wait until the WiFi hotspot is checked and the library's copy of this WiFi Hotspot Loan & Use Policy is returned with the initials of the staff member on duty.

Use Policy

- The Chicago Ridge Public Library shall not be liable for any claims relating to the use or functioning of the WiFi hotspot.
- The Chicago Ridge Public Library does not monitor and has no control over the information accessed through the Internet and cannot be held responsible for its content.
- The Chicago Ridge Public Library is not responsible for personal information that is shared over the Internet.
- WiFi hotspot users are encouraged to follow safe Internet practices.
- The following behaviors can result in the suspension of WiFi hotspot 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 which violates federal, state, or municipal law.

Patron Assistance and Instruction

- Refer to the User Guide for using the WiFi hotspot (included in the box).
- Please report any technical problems or equipment malfunctions to Adult Services staff. The borrower will be financially responsible for any damage to a WiFi hotspot if the borrower tries to troubleshoot problems.

Fines and Replacement Costs

- Overdue fines are \$1.00 per day, not to exceed \$10.00.
- WiFi hotspots and accessories not returned after 10 days overdue will be declared lost and you will be billed for replacement.
- The replacement cost of the WiFi hotspot is \$125.00 plus accrued overdue fines.
- Modem Foot: \$15.00

- Power Cord: \$15.00
- Ethernet Cable: \$15.00
- User Guide: \$5.00
- The fine for returning a WiFi hotspot to the book drop is \$5.00 plus the cost of any damage.

WiFi Hotspot Loan Agreement

I accept full responsibility for the WiFi hotspot and accessories that I am borrowing. I understand that I am responsible for the cost of replacing this WiFi hotspot if it is damaged, lost, or stolen while it is checked out to me.

By signing this agreement, I verify that I have read and understand the Chicago Ridge Public Library's WiFi Hotspot Loan & Use Policy and I agree to adhere to the terms and conditions contained therein.

Borrower's Name (printed): _____

Borrower's Signature: _____ Date: _____

Borrower's Library Card Number: _____ Staff Initials: _____

WiFi Hotspot Barcode: 3101100 _____

WiFi Hotspot Check-Out Checklist

Physical inspection by staff
Fill in all blanks and initial

WiFi Hotspot _____
Modem Foot _____
Power Cord _____
Ethernet Cable _____
User Guide _____
Staff Initials & Date _____

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