

Somerset Public Library
POLICIES: Circulation of Library Materials
APPROVED: DECEMBER 2018 | To Be Reviewed: DECEMBER 2021

MOBILE HOTSPOT LENDING POLICY > Funded by ST CROIX County for 3 years

1. Borrowers 18 years of age or older must present a valid library card to check out a Mobile Hotspot from Somerset Public Library.
2. Somerset Public Library Mobile Hotspots are not available for transit to other libraries or for interlibrary loan.
3. First time Borrowers must sign a **User Agreement** and the devices must be checked out and returned at the circulation desk. The Hotspot may not be placed in the book drop or returned to another library.
4. Borrowers are responsible for the safe-keeping and return of these items to the library in good working order and assume liability for the equipment while it is in their care. The Borrower agrees to cover the replacement cost if the item is lost or damaged.
5. The Library does its best to provide clean, secure, and fully functional equipment.
 - a. Library staff will make every effort to document any existing damage, however if a Borrower discovers any pre-existing damage to the Hotspot checked out, the Borrower should notify library staff as soon as possible.
 - b. Failure to notify the library of existing damage limits the Borrower's ability to dispute charges for a damaged device or equipment.
6. The lending period is SEVEN days and may not be renewed.
After 7 days, the library will shut down the Hotspot, making it unusable.
7. A \$5.00 late fee will be charged for every day a Mobile Hotspot is overdue. At 10 days overdue, the patron will be charged an \$85 replacement fee.
8. The Hotspot is not considered returned until ALL items associated with it, including charging cable, charging block, and carrying case, have been returned to the library in good condition.
 - a. If any items are missing upon return, the Library reserves the right to refuse acceptance of the equipment until all items are returned.
 - b. **Late fees will still apply until all items are returned.**
9. Performance of the Hotspot will vary depending on location and coverage in the area. Hotspots are an open wireless connection and the Library is not responsible for information accessed using this device or for personal information shared over the Internet. Hotspot users are encouraged to follow safe Internet practices. Hotspot users agree to refrain from online activity that violates federal, state, or local laws.