Magill Library

Tablet Lending Agreement

RULES FOR USE OF THIS DEVICE

You must read and sign this agreement; it will be kept on file until you return the Tablet to the Library.

The library has formulated these rules to protect resources and provide equitable access for patrons. Please be conscientious when borrowing this device, use it wisely, and bring it back on time.

As with all materials, you may check out Tablets with your One-Card (ID card). The Tablet must stay in your possession at all times, and you must return it yourself. These portable devices are easily stolen and easily sold. **Do not leave them unattended.**

The device, upon being returned, must go through a maintenance cycle (at least every 2 weeks). Any applications, downloads, documents, etc., that have been added to the iPad will be erased during this process.

The Haverford Acceptable Use Policy applies to the use of this device. For more information see: http://iits.haverford.edu/policies/acceptable-use-of-information-technology-resources/

CIRCULATION POLICY

Tablets circulate on a first-come, first-served basis to any Haverford student.

Tablets circulate for 1 week at a time, with 1 renewal (no more than 2 weeks at a time).

Please assist the Library staff in making sure each piece of equipment is present and visually undamaged before taking it away from the circulation desk. When you return the equipment, make sure the staff person or student worker accounts for all pieces of equipment before you leave.

The Tablet must be handed to a staff person or student worker at the Magill circulation desk. Do not put it in the book drop or leave it unattended on the counter. Until it has been inspected and checked in at the circulation desk, you will continue to be financially responsible for damage or loss of the device.

DAMAGE / LOSS / OVERDUE PENALTIES

If an iPad (and/or its accessories) checked out to you is physically damaged (beyond normal wear and tear), lost, stolen, or not returned in a timely manner, you will be charged actual replacement costs. The total could reach $750.

If a Nexus 7 (and/or its accessories) checked out to you is physically damaged (beyond normal wear and tear), lost, stolen, or not returned in a timely manner, you will be charged actual replacement costs. The total could reach $250.

AGREEMENT

I have read and agree to abide by the rules above and to pay any charges the library may need to assess.

______________________________  ____________________________  _________________
Patron signature                  print name                   date