



### Laptop Use Agreement

**Note: Borrowers under 14 years, this agreement must be signed by a parent/legal guardian.**

- I agree to abide by the Laptop Lending, Internet Access and Wireless Policies, and to ensure that my child abides by such policies. The laptop must be used in a responsible manner.
- I will return the laptops with the power on and the battery charged.
- I will not remove the laptop from the Library and will not leave the laptop unattended.
- I will not tamper in any way with the hardware or software and will not attempt to copy the software. No files will be saved on the laptop’s hard drive.
- While the laptop is checked out to me or my child, I am responsible for its safety and am responsible for any damage or loss that results from accident, theft, misuse or neglect.
- I agree to pay replacement costs should the laptop be damaged, lost or stolen. The replacement cost is \$400 excluding related equipment (cords, carrying case etc.).
- The loan period is four (4) hours with one (1) renewal for two (2) hours if no one is waiting, but all laptops need to be returned to the Service Desk no less than 15 minutes before closing.
- Overdue fines are \$2.00 per 30 minutes or part thereof.

By signing this, I acknowledge that I am legally bound to adhere to all parts of this agreement.

_____	23328000	_____
Borrower name (please print)	Card number	Additional identification

_____	_____
Signature	Date

**For Children (under 14):**

**Age, if under 14** \_\_\_\_\_

_____	23328000	_____
Parent name (please print)	Card number	Additional identification

_____	_____
Parent’s signature	Date
<small>(Parent/Legal guardian must be present in library to sign)</small>	

