# Technology Take Home Program
## Borrowing Agreement

**Cornelius Public Library**

By checking out a laptop, a Kindle, or a Wi-Fi hotspot, you assume responsibility for any loss, theft, or damage while it is checked out to you. If loss, theft, or damage occurs to any part, **you will be responsible for the replacement costs.** Ask our staff for an itemized costs list.

**Technology Check out**
- The **checkout period is 21 days.**
- **1 renewal** is allowed if there are no active holds. Holds may be placed.
- The **late fee is $1 per day, per item.**
- Cardholders may have only 1 laptop or 1 Chromebook, 1 hotspot, and 1 Kindle checked out at a time.

**Technology Borrowing Rules**
- Cardholders must complete and sign this Technology Borrowing Agreement.
- Violation of the Library Computer and Technology Use policy, or these rules, may result in revoked technology borrowing privileges.
- Cardholder must be at least 16 years old.
- Cardholder account must have a regular account[1] and be in good standing[2].
- Keep the devices clean and dry. Do not eat or drink around them.
- Software, passwords, and settings should not be deleted or changed.
- Any work or files will be erased upon reboot of the laptop. Save your files by emailing them to yourself or saving them to a flash drive or other external device.
- Technology items must be returned to the Cornelius Public Library. Please return them directly to staff. DO NOT return to other Washington County Libraries.
- Library staff are available for limited assistance with this technology.
- Overdue devices may be remotely disabled (hotspots and Chromebooks) when the items are in "lost" status.
- The Internet is not a secure medium. Entering any personal information is at your own risk.
- Wireless printing is available through WCCLS website: https://www.wccls.org/printfromanywhere.

My signature below indicates that I have read and agree to the terms of the Technology Borrowing Agreement. I acknowledge that I have received this equipment in good condition and that all parts are present.

| Print name | Phone # |
|---|---|
| Signature | Date |
| **236140**<br>Library Card Number | Email |