



# Lee Public Library

## E-Reader Borrowing Policy and Agreement

### Guidelines for Borrowing and Use

- E-Readers may only be checked out from and returned to a staff member at the Circulation Desk. **PLEASE DO NOT USE BOOKDROP.**
- A valid Lee Public Library card must be presented at the time of checkout.
- Borrowers must be in good standing with the Library, with a current valid address on file.
- Borrowers must be 18 years old or older.
- Borrowers must accept and sign the agreement below each time an e-reader is borrowed.
- The device may be borrowed for 14 days, and may be renewed if there are no reserves.
- It must be returned fully charged.

### Liability

The borrower is responsible for all costs associated with damage or loss of the e-reader and/or peripherals (including but not limited to **the USB cable, the plug, the protective case and the kit bag. Any missing items will result in charges**). The lost or damaged cost for the device is \$250.

### Proper Care and Use

As with any electronic device, use care when handling. The software and settings **MAY NOT BE ALTERED, AND NOTHING MAY BE ADDED OR REMOVED** from the device.

### E-Reader Borrowing Agreement

I, \_\_\_\_\_, agree to abide by the Lee Public Library's  
(print name)

E-reader borrowing policy as stated above, and to pay full costs should the E-reader or any peripherals be stolen, lost, not returned or damaged.

I have read the entire document and my signature below indicates my agreement with the above statement.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Library Card Number \_\_\_\_\_

Staff Initials \_\_\_\_\_