

Camden Council Library User Agreement

Lending of Mobile Devices



Member's Details

Dr / Mr / Mrs / Ms / Miss _____

Family Name _____

Given Name/s _____

Date of Birth _____ / _____ / _____

Address _____

_____ Postcode _____

Membership no. _____

Phone (H) _____ (W) _____

Mobile _____

Email _____

Checklist (Staff Only)

- ID check (photo + address) Over 18
- Account in good standing
- User Agreement signed
- Borrower provided with item overview

Guidelines for borrowing and use of tablets

- Borrowers must be at least 18 years old
- Must have a library account in good standing i.e. borrowing privileges not suspended and under \$15 in fines owing
- The loan period of four weeks, with renewals available if no other reservations
- Tablets are to be returned in person to a staff member and not returned in returns or overnight chute
- There will be a check in process upon the return of the tablet which could take several minutes
- Limit of one tablet per card at any one time
- Borrowers must notify the library if contact details change
- Tablets returned after the due date will incur the normal overdue fee

It is agreed that I will borrow an iPad Air for a four week period from the Camden Council Library Service and return the device in the condition it was loaned to me. I understand that I am responsible for the replacement cost should the device or any components be lost, stolen, not returned or damaged in any way (e.g. water, extreme temperature etc). I understand it is my responsibility to remove any personal information stored on the device.

If damage does occur, please speak to staff about the replacement costs.

By signing below, I certify that I have read and understood the conditions of the loan and I agree to them.

Signature _____ **Date** _____

(Office Use only)

Staff name (please print): _____

Item Returned - Date: _____