

Grace A. Dow Memorial Library
Lending Agreement and Guidelines
For
Library of Things Plus & Library of Things Plus Event (LOT+)

How to borrow:

- Library of Things Plus items may only be checked out at the circulation desk.
- LOT+ items must be returned to a staff member at the circulation desk. **DO NOT** use the blue bin or drop-box.
*Initial Here _____
- A penalty of \$20 will be added to your account if LOT+ item is not returned to the check-out desk.
- Only patrons 18 and older can checkout LOT+ items.
- A maximum of 1 LOT+ item at a time may be checked out, with the exception of Event items.
- A valid Government issued ID with picture and current address on the ID must match library records.
- Borrowers must have an account in good standing with no overdue items.
- Borrowers must understand and sign this agreement in the presence of library staff before their first checkout of an item from the LOT+ collection.

Checkout Rules

- One week check out period.
- One Library of Things Plus item may be checked out at a time (excludes LOT Event items).

Liability and Fees

- If an item is 1 day overdue you will be blocked from placing holds, renewing items and checking out.
 - The patron can return item to unblock account with no fines.

- At 21 days overdue the patron will receive a bill for the cost of the item plus an \$8 processing fee per item.
- At 51 days overdue the patron will be sent to The City of Midland Attorney's Office for collections of the item. Additional legal fees may be incurred.

- The borrowing patron is solely responsible for the item and will be **billed for repairs, replacement cost that incur as a result of neglect or abuse of the item. Fees may be added to account up to two weeks after item is returned.**

*Initial here _____

- Grace A. Dow Memorial Library is not responsible for the loss of data, misuse of item or other damage while borrowing a LOT+ item.
- Michigan Penal Code, Act 328 of 1931, MCL 750.362 and 362a, provide that any person who converts for their own use or fails to return rented tangible library property shall be guilty of larceny, and be prosecuted for a misdemeanor.

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Care of LOT+ Items

- The borrower shall only use item for its intended purpose and cannot modify or change any item.
- The borrower should only use item as the manufacture has intended by the instructions provided.

OVER →

**Grace A. Dow Memorial Library
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Lending Agreement

- To abide by the Grace A. Dow Memorial Libraries lending guidelines as stated in this contract.
- To pay any fees as stated in this contract.
- To pay entire replacements costs should the Thing or its components be lost, damaged, or not returned.
- Items must be returned to a staff member at the checkout desk. Please allow additional time to review items upon check in.

In being permitted to borrow the Thing I hereby voluntarily waive, release, and discharge and covenant not to sue Grace A. Dow Memorial Library, its respective successors, assignees, officers, agents, employees, and volunteer (hereafter referred to as "Releasees") from any and all claims, actions or demands of any kind, nature and description, including claims or actions for damages for death, personal injury, or property damage, including cyber or digital theft, use and from any and all liabilities, damage, injuries, action or causes of action either at law or in equity, whether caused by any defect in the item, negligent act or omission of the Releasees, or otherwise arising out of or in any way related to or connected with my borrowing the item.

This is a legally binding Release, Waiver, Discharge and Covenant Not to Sue (collectively, "Release"), made voluntarily by me, the undersigned Releasor, on my own behalf, and on behalf of my heirs, executors, administrators, legal representatives and assigns.

PRINT NAME

SIGNATURE

Date (MM/DD/YYYY)

To be completed by staff

PATRON BARCODE NUMBER