

Equipment Borrower Agreement

I have provided my current library card, email address, full name, and phone number so library staff may contact me regarding the status and/or terms of my equipment request and I am solely responsible for keeping the library informed with my accurate contact information.

I acknowledge that it is my responsibility to check the condition of the equipment I am receiving at the time of checkout.

Butler Area Public Library (BAPL) Information Services (Reference) staff documents the condition of the equipment upon both checkout and return, and I will be financially responsible for any damage, loss, or theft that occurs while the equipment is on loan to me. I will immediately report any damage, loss, or theft of the borrowed equipment during my loan period to the BAPL Information Services staff.

I understand that the equipment must be returned to the BAPL Information Services Desk and when returning the borrowed equipment, staff will check the condition of all items while I am present. I acknowledge that if I do not remain at the BAPL Information Services Desk during this process, I will accept responsibility for any damage that is deemed to have occurred while on loan to me.

I acknowledge and agree that I shall not have equipment repaired by an outside source. I understand all repairs of library equipment must be handled by BAPL. Any violation will warrant repair charges not to exceed a replacement charge.

I acknowledge and understand that any and all equipment borrowed must be returned to BAPL Information Services by the due date, which is three weeks following checkout. I acknowledge that equipment may only be renewed by contacting BAPL Information Services (Reference). Failure to act in accordance with these terms may result in the forfeiture of borrowing privileges, and/or replacement fees based on the current replacement cost of the borrowed item.

I agree that I will not modify borrowed equipment and will not remove batteries or micro SD cards from the kit. I understand that any files remaining on SD cards will be deleted by the library upon return of the equipment and it is my responsibility to save my recordings on my own storage device.

I hereby release BAPL, from liability and responsibility, whatsoever for any claim of action that I, my estate, heirs, executors, or assigns may have for any personal injury, property damage, or wrongful death arising from the activities of my voluntary equipment request and agree to indemnify and hold harmless BAPL from any demands, loss, liability, claims, or expenses (including attorneys' fees), made against the Library by any third party, arising out of or in connection with my borrowing equipment from the Library.

I understand this is a binding agreement and specifically agree to the terms herein as a condition for using the equipment.

Printed Name: _____ Signature: _____

Library Card Number: _____ Address: _____

Date: _____ Phone: _____ Email: _____

Staff (Print): _____ Signature: _____ Date: _____

MATERIALS DUE BACK IN 3 WEEKS ON: _____