



Garwood Public Library

iPad Lending Policy

Availability:

- There are currently two iPads available for checkout by Garwood Public Library card holders.

Who can check out iPads?

- The borrower must have a current Garwood Public Library card with no outstanding fines.
- The borrower must be 18 years of age or older.
- The borrower must have read and agreed to the iPad Lending Policy in its entirety.
- Only one iPad per person can be checked out from the library at a time.
- Under no circumstances will a user be allowed to check out an iPad for another person.

How long can I keep an iPad?:

- iPads can be borrowed for 14 days (2 weeks). With one week renewal.
- One renewal is allowed for one week. If the iPad is on hold by another patron the item can't be renewed.
- iPads must be returned in person to the circulation desk from where they originated. Do not return them using the book drop boxes.
- The borrower is responsible for any loss or damage to the device while in his/her possession.

What are the fines and fees for overdue, lost or damaged iPads?

- Fines will apply to overdue iPads.
- Items not returned will be considered lost, and a bill for replacement of iPad (\$350.00) and/or USBC power adapter and lightning cable (\$40.00) will be issued.
- Repair cost for a damaged iPad may be equivalent to replacement cost plus a processing fee, depending on severity.
- If the borrower modifies the iPad operating system (i.e. jailbreaks the iPad) it voids the warranty and he/she will be charged the replacement cost of the iPad.
- A patron will need to complete an "iPad Borrowing Agreement" acknowledging financial responsibility for lost or damaged equipment.

Regulations of Use

- The iPad must be returned in the same condition as when it was borrowed.
- *Users may not add or remove apps, download any programs, or change the configuration of the iPad in any way.*
- Borrowers are required to report any problems experienced with the iPad during their borrowing period. The working condition of the iPad will be assessed before checkout and upon its return.
- A patron will need to complete an "iPad Borrowing Agreement" acknowledging financial responsibility for lost or damaged equipment.
- The Garwood Public Library reserves the right to refuse service to anyone who abuses the equipment or is repeatedly late in returning the iPad.