

**IBERVILLE PARISH LIBRARY
HOTSPOT CHECKOUT AGREEMENT**

Borrower's Name _____ Library Card # 20336 _____

La. Driver's License/La. ID # _____ E-mail _____

Mailing Address _____

Physical Address if different _____

In this agreement, "we", "us", and "our" means the Iberville Parish Library. "You" and "your" means the patron/user of the Library. The "property" is a **hotspot** owned by the Library with the following ID numbers:

Barcode 30336 _____
Hotspot: HS#

Terms: You will comply at all times with the Iberville Parish Library's **Hotspot** Checkout Policy, incorporated herein by reference and made a part hereof for all purposes. Any failure to comply may terminate your rights of possession effective immediately and the Library may repossess the property.

Title: Legal title to the property is in the Library and shall at all times remain in the Library. Your right of possession and use is limited to and conditioned upon your full and complete compliance with this Agreement and the Library's **Hotspot** Checkout Policy.

Loss or Damage: If the property is damaged, lost, or stolen, you are responsible for the reasonable cost of repair or its fair market value on the date of loss. Loss or theft of the property must be reported to the Library by the next day after the occurrence.

Repossession: If you do not timely and fully comply with all terms of this Agreement and the Library **Hotspot** Checkout Policy, including the timely return of the property, the Library shall be entitled to declare you in default and come to your place of residence, or other location of the property, to take possession of the property.

Term of Agreement: Your right to use and possession of the property terminates not later than the last day of the checkout period unless earlier terminated by the Library.

Appropriation: Your failure to timely return the property and the continued use of it without the Library's consent may be considered unlawful appropriation of the Library's property.

Please Complete:

Borrower's Signature

Date

Print Name

Contact Number

Alternate Contact Number

Staff Use Only:

Hotspot Due Date: _____

Date Returned _____

Hotspot (HS) Inventory:

	Scan Item	AC Adapter and Power Cord	Hotspot Case	No Physical Damage	Hotspot will Power On	Verified By (Staff Name)
Checkout	HS <input type="checkbox"/>	HS <input type="checkbox"/>	HS <input type="checkbox"/>	HS <input type="checkbox"/>	HS <input type="checkbox"/>	
Check-in	HS <input type="checkbox"/>	HS <input type="checkbox"/>	HS <input type="checkbox"/>	HS <input type="checkbox"/>	HS <input type="checkbox"/>	

IBERVILLE PARISH LIBRARY HOTSPOT CHECKOUT POLICY

HOTSPOT BORROWERS

- Borrowers must be at least 18 years old.
- Borrowers must be cardholders of the Iberville Parish Library.
- Borrowers must have a cardholder record in good standing (i.e., no overdue books, no outstanding fines).
- Borrowers must agree to the terms of checkout by signing a *Library Hotspot Checkout Agreement*.
- **Borrowers must present a valid Library card and a valid Louisiana state-issued driver's license or Louisiana State ID at the time of checkout. Patron must be a resident of Iberville Parish to checkout a hotspot.**

CHECKOUT POLICY

Circulation

- Each borrower may only checkout one (1) **hotspot** at a time.
- **Hotspots** will be checked out for a period of two (2) weeks.
- **Hotspots** are not renewable.
- **Hotspots** are available on a first-come, first-served basis. They can be placed on hold. **Hotspots must be returned to the library that they were checked out from.**

Usage

- **Hotspot** borrowers bear the responsibility for damage to the **hotspot** due to neglect, abuse, loss, or physical damage.
- **Note: You can place hotspots in the drop box.**

Overdue, Lost, Damaged and Cleaning Fees

- **If hotspots are lost, damaged, or stolen, borrowers are responsible for the replacement cost of (\$130) plus any accrued overdue fines.**
- If a **hotspot** case is lost, damaged or stolen, a charge of **\$20** will occur. If an AC Adapter/Power Cord is lost, damaged, or stolen, a charge of **\$17** , adapter **\$10** USB cord **\$7**.
- If a **hotspot** is not returned on time, a fine of **\$10 per day per item** will be assessed until it is returned.
- **If a hotspot is not returned on time it will be declared stolen and the Iberville Parish Sheriff's office will be notified.**