

Technology Circulation Policy

This policy includes, but is not limited to, Hotspot, Chromebook, Launchpad and WhaZoodle devices.

These devices are available so that library patrons will have access to technology. The patron shall not attempt to upgrade, install any software, open or make hardware modifications to the devices.

ECL is not responsible for any liability, damages or expense resulting from use or misuse of the device, connection of the device to other electronic devices, or data loss resulting from use of device. Wireless security is not implied. The user acknowledges and accepts all risks associated with the use of the wireless data device. There is no warranty, express or otherwise. ECL is not responsible for downloaded content on the device. Any use of the device for illegal purposes, unauthorized copying of copyright protected material in any format, or transmission of threatening, harassing, defamatory or obscene materials is strictly prohibited. Patrons acknowledge that they do not have any expectation of privacy in the use of any library technology.

Checking Out:

- Only current ECL cardholders in good standing may borrow a device. Good standing is defined as a patron who has returned items on time and without damage for the past six months. A new cardholder will have the opportunity to check out devices after a two-month trial. The borrower must be at least 18 years old.
- Library staff will verify that the device is in good working order at the time of checkout.
- The checkout limit is one Chromebook, one Hotspot, two Launchpads or two WhaZoodles per household at any given time for a two-week period and is NOT renewable.
- After 7 days overdue, the patron account will be blocked until the device is returned.
- ECL reserves the right to refuse service to anyone who abuses equipment or returns a device late more than twice.
- Once a device is checked out, it becomes the financial responsibility of the patron until it is returned to library staff.

Checking In:

Library staff will verify the device is in operating condition and do a visual check to ensure that all components are returned in good condition:

Fees and Liabilities:

- Late fines are assessed at the rate of \$10 per day. There is no grace period for devices.
- Patron is responsible for the full replacement cost of the device in the event of damage, lost, stolen, or otherwise not returned.
- If any technical problems are encountered, the device should be returned to ECL as soon as possible.