

Poughkeepsie Public Library District
Chromebook Checkout Agreement

Chromebooks are provided to meet patron's internet needs at home or while traveling. Users must agree to the terms and conditions below.

Guidelines for Borrowing and Returning

- 21 day loan period to a borrower that is a Poughkeepsie Public Library District resident, 18 and over, *with* a PPLD Library Card for at least six months, and with no fines.
- If not available, borrowers may place a hold on the Chromebook.
- Chromebooks may be checked out and returned during opening hours at Adriance Memorial Library with a staff member at the circulation desk. All components (cord, charger, carrying case) must be present and in good condition upon return.
 - If the Chromebook is NOT returned by due date the borrower will be charged \$5 per day for every day late.
 - The device will be disabled if more than 10 days late.
 - If the laptop is stolen or lost, you will be charged for the entire cost of \$323.39.
 - If the USB cord or charger is missing there will be a charge of \$10 each.
 - If the carrying case is missing there will be a charge of \$20.
 - A fee of \$20 if returned in the book drop of any library.

The equipment and services funded by the federal Emergency Connectivity Fund (ECF) can only be provided to patrons who declare they do not have access to the equipment or services sufficient to access the internet. By signing this statement, I declare I do not have access to such equipment or services.

The Borrower, by signing below, acknowledges that they are responsible for all charges accrued and for any damage to the mobile hotspot during the lending period, and for the full replacement cost if the hotspot is lost or damaged.

Borrower Name (Print): _____

Borrower Signature: _____ Date: _____

Library Staff Signature: _____

When Returned Library Staff Must Check in Parts (below) & Recharge Chromebook:

___ Case and all three (3) parts returned. Library Staff Initials: ___ Date: ___

If a part is missing, do not check back in, notify supervisor, and mark part(s) missing below:

___ Chromebook ___ Cable ___ Charger ___ Carrying case with shoulder strap

___ \$20 Fine if returned in the Book Drop, plus damages if damaged

Chromebook Barcode & Number

_____ # _____