

DEER PARK PUBLIC LIBRARY
44 LAKE AVENUE, DEER PARK, NY 11729
(631) 586-3000

IPAD BORROWING POLICY

iPad # _____ Last four digits of iPad barcode _____

iPad # _____ Last four digits of iPad barcode _____

Time Checked Out _____ Staff Initials _____ Time Checked In _____ Staff Initials _____

Please read policy thoroughly.

The Children's Department of the Deer Park Public Library has iPads available for **in-house** loan periods:

- iPads are pre-loaded with Children's Preschool Apps; you may borrow and return them to the Children's Reference Desk
- Current adult Deer Park cardholders who meet the following criteria will be able to borrow an iPad for in-Library use:
 - Deer Park Library patrons who are 18 and over. (The Library will hold the borrower's driver's license, passport or country card)
 - If a grandparent/caregiver is accompanied by a child who is a Deer Park Library cardholder, an iPad may be checked out on the child's card. (Children's librarian will hold the accompanying adult's driver's license, passport or country card)
_____ Staff Initials

Loans are on a first come, first serve basis and the loan periods are as follows:

- iPads are to be used in the Children's Room
- iPads may not be brought into the restroom. A Children's librarian will hold the iPad for a patron while they are in the restroom
- An iPad may be loaned for a period of 60 minutes
- An iPad borrower may request a 30 minute extension if there are no other borrowers waiting.
- A limit of two iPads may be borrowed per adult patron from the Children's Reference Desk.
- iPads may not be removed from the silicone screen protector case
- iPads must not be left unattended
- If the iPad is stolen, lost or damaged, the borrower will be responsible for its replacement
- The borrower must report any problems with the iPad to a Children's librarian when it is returned
- Internet access, e-mail, camera and printing are not available from the iPad

IPAD LOAN AGREEMENT

By signing below, I attest that I am 18 years of age and I agree to the following statements:

- I have read the policy for borrowing a Deer Park Public Library iPad and understand the rules stated above
- I accept full responsibility and liability for the cost of repairing or replacing this iPad and/or accessories if they are lost, stolen or damaged while checked out in my name

I understand that the replacement cost for the laptop will be **\$600.00 each**.

Your Signature _____ **Date** _____

Print Name Clearly _____ **Patron Barcode** _____

Approved by Board of Trustees August 29, 2012
Revisions approved by Board of Trustees April 23, 2014