

## IMAGINEIF LIBRARIES TECH CONNECT STATEMENT OF RESPONSIBILITY

I have read this document and fully understand its terms and my obligations. I understand that this document is contractual in nature and my signature below indicates my agreement with the below statements.

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Name (Print)

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Signature

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Date

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Current Local Address

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City, State, Zip

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Phone

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Email

### RESPONSIBILITY

- I will follow the policies and guidelines for usage and understand that these rules are subject to change.
- I understand Tech Connect is my responsibility while it is checked out to me. I will take all reasonable precautions to protect it. If others use it while it is checked out to me and damage or loss occurs, I understand I will be held liable.
- I understand if the equipment is stolen, I must notify Library personnel immediately.
- I agree to adhere to the terms and conditions outlined in licensing agreements.
- Items must be returned to a staff member during the Library's open hours. Under no circumstances should items be dropped in book returns, as this can cause damage to the equipment. I am responsible for the item until it is checked in by a staff member.

### LIABILITY

- I understand this agreement must be renewed each year and that a loss of privileges will occur for a failure to comply to these policies and guidelines.
- I understand that this agreement is binding and will be in place until a new agreement is signed.
- I understand that I use all materials at my own risk and will hold harmless ImagineIF Libraries and its employees and affiliates for any injury or harm incurred while using borrowed equipment.

### USE GUIDELINES

- I agree to adhere to use policies for appropriate use of digital technology resources at ImagineIF Libraries.
- I understand I may not change the existing configurations or jailbreak the operating system on any Tech Connect Devices. I am responsible for any software downloads that damage the existing configurations or introduce viruses to the system.
- I understand the internal memory cards on all Tech Connect devices are erased after each use and anything I save there will be erased. If I wish to save any data, it must be to my own device, card, or network drive.
- I understand ImagineIF Libraries is not responsible for loss of data or damage to files that may occur due to the use of Tech Connect.

### LOAN PERIODS AND FEES

- I understand all Tech Connect checked out at ImagineIF Libraries has a loan period of 14 days. Any equipment kept 7 days past the due date will be considered lost and I will be billed the full replacement cost.
- I understand I will not be able to renew any Tech Connect equipment. Once an item is returned, I must wait until the next day to check it out again.
- I understand it is my responsibility to pay any and all charges to ImagineIF Libraries incurred as a result of improper use, loss or theft of the equipment. Failure to do so will result in an inability to checkout materials and devices.
- Replacement fees are as follows:
  - iPad kits - \$500
  - WiFi hotspots - \$50
  - Projector - \$400
  - Carousel projector - \$200
  - Cases and accessories - \$50