

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.

Name (Print)

Signature

Date

Current Local Address

City, State, Zip

Phone

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 device is stolen, I must notify Library personnel immediately.
- I agree to adhere to the terms and conditions outlined in licensing agreements.
- Devices must be returned to a staff member during the Library's open hours. Under no circumstances should devices be dropped in book returns, as this can cause damage to the equipment. I am responsible for the device until it is checked in by a staff member.

LIABILITY

This project is funded in part with Library Services and Technology Act funding from the Institute of Museum and Library Services, administered by the Montana State Library.

- 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 devices.

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 devices checked out at ImagineIF Libraries have a loan period of 14 days. \$1/day overdue fees will be assessed on all overdue Tech Connect devices, and any devices 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 devices. Once a device is returned, it can be made available again if there are no pending holds.
- I understand it is my responsibility to pay any and all charges to ImagineIF Libraries incurred as a result of late return, improper use, loss or theft of the devices. Failure to do so will result in an inability to checkout materials and devices.
- Replacement fees are as follows:
 - iPad - \$500
 - WiFi hotspots - \$200
 - Projector - \$400
 - Carousel projector - \$200
 - Cases and accessories - \$50