

# PATRON POLICIES



## PAT-006.2 Electronic Devices Borrower's Agreement

Agreement for (Last, First) \_\_\_\_\_ IPL card barcode \_\_\_\_\_

Device barcode \_\_\_\_\_ Date borrowed \_\_\_\_\_ Date due \_\_\_\_\_ Patron aged 18+ (Y/N) \_\_\_\_\_

1. Borrowers are solely responsible for the electronic devices (Laptop Kit) and will be billed for reasonable repair or replacement costs of up to \$700 for damaged, missing, or lost mobile devices; \$10 per minor cosmetic damage, \$500 for each laptop, \$100 for hotspot, and \$25 for each charging cable. Devices that are returned dirty, in the book return outside the library, or uncared for, may be charged fees upon discretion of staff member resulting in revoked borrowing privileges.
2. Electronic devices may be checked out for a maximum period of seven (7) days and may not be renewed. Only one device (Laptop Kit) may be checked out per borrower.
3. Laptop Kits will include the computer, hotspot, charging cable, and power cord in a hard case.
4. Videogame Consoles include all power cords and cables to operate the console.
5. If an item is considered lost or stolen the patron will be billed the full cost of the item.
6. Electronic devices must be returned in person at the Circulation desk at the library location it was checked out from. The electronic devices must be returned 30 minutes before closing. Upon return, you may not check out the same electronic devices until the next day. Do not leave the devices in the book return outside the Library.

Electronic devices that are not returned within 30 days are considered lost or stolen and may result in police being notified. A police report will be filed with the Inglewood Police Department, a claim will be filed with the collection agency, and library privileges will be revoked.

**WARNING: California Penal Code 490.5(a) provides that upon conviction for petty theft involving a book or other library materials taken from a library facility, a person shall be punished by a mandatory fine of not less than \$50 and not more than one \$1,000 for each such violation; and may also be punished by imprisonment in the county jail, not exceeding six months, or both such fine and imprisonment.**

### For Library Patron:

I certify that I have read and understand Inglewood Public Library **Electronic Devices Borrower's Agreement** and agree to be responsible to pay applicable processing and late fees if I do not return the electronic devices by the due date to the Library. I agree to all repair and replacement costs if the electronic devices are lost, stolen, or damaged during my check out period.

**Borrower Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

*Policy Updated: April 12, 2022*