

**Randall Library – Stow, MA**  
**100-00011 – Rev 02 – August 2022**  
**E-Book Reader Borrowing Agreement**

**Randall Library E-Book Reader Borrowing Agreement**

E-book Readers may be circulated only to Randall Library cardholders and library staff members. Borrowers of e-book readers must have accounts in good standing (defined as bills not exceeding \$10.00). E-book readers will be provided on a first-come first-served basis as available. Library cards must be presented to Circulation Desk staff at the time of check-out.

E-book readers can only be check out to patrons 18 years or older, or to younger patrons with a parent or legal guardian present at time of check-out. Parents or legal guardians must provide identification and must agree to accept the financial responsibilities listed below for children in their care who have borrowed an e-book reading device.

E-book reading devices will not be sent in delivery to another library within the Minuteman system. These devices will only be checked out to stow patrons and just be returned to the Randall Library.

An e-book reader borrower must fill out an E-book Reader Borrowing Agreement **each** time they borrow a device.

- I agree to be responsible for damage, loss or theft of the e-book reading device while it is checked out to me.
- I am responsible for the entire replacement cost of the e-book reading device (\$100.00) as well as a processing fee (\$10.00).
- I agree that the use of this device is restricted to the content installed. Downloading additional content is not permitted.
- This device must be returned promptly when it is due, and may not be renewed. Charges of late fees are \$5.00 per day.
- I agree not to return this device in the book drop; it must be handed to a librarian at the Circulation Desk to be checked in upon return. There is a \$25.00 fee for non-compliance.

I agree to the above terms:

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Print name

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Phone Number

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Signature

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Library Card Number

I agree to the above terms for my child under the age of 18 years old

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Print name

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Signature

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Date Borrowed:

Device #\_\_\_\_\_

**Staff inspection completed on return-please initial and date:**

Adopted on June 11, 2014

Second Review on August 2, 2022