## Wi-Fi Hotspot Lending

Reed Memorial Library has established a Wi-Fi hotspot lending program to provide temporary internet access to patrons in our community who currently do not have high speed internet access or are in need of portable internet access.

The Library is not responsible for any liability, damages or expense resulting from use or misuse of the device, connection of the device to other electronic devices, or data loss resulting from use of device. Any use of the device for illegal purposes, unauthorized copying of copyrightprotected material in any format, or transmission of threatening, harassing, defamatory or obscene materials.

Wi-Fi hotspots may be borrowed by patrons 18 years and older who have had a library card for more than 30 days and are in good standing (no fines or overdue materials). Checkout is limited to one per household at any given time. The loan period is one week and is eligible for one renewal.

W-Fi hotspots are available at the Circulation Desk on a first-come, first-served basis. They may not be reserved. In order to borrow a hotspot the patron's library card or government-issued photo identification must be presented. At the time of check-out, a patron must complete a Wi-Fi Hotspot Lending Agreement. Once a hotspot is checked out to a patron, it becomes the responsibility of that patron.

The overdue fee is \$5.00 per day, with a maximum fee of \$25. Failure to return the item within two weeks of the due date shall incur the full cost of the hotspot and the hotspot will be rendered unusable. The replacement cost is \$75.

Library staff will inspect all equipment prior to and upon return of the hotspot. Damage or loss will result in the patron's account being billed for reasonable repair or replacement costs. The Library has sole discretion in making these decisions.

The mobile hotspot is loaned with an instruction manual, charger cable and adapter. It must be returned with all components to the Reed Library circulation desk where the return will be verified. It may not be returned through the book drop or to any other library. Patrons who consistently return hotspots late or lose a hotspot may lose the right to borrow them.

Policy Adopted: August 2, 2023