

## **The E.G. Fisher Public Library Wi-Fi Hotspot Lending Policy**

### **ELIGIBILITY**

To borrow a Hotspot you must be an E.G. Fisher Public Library cardholder eighteen (18) years of age or over, in good standing (no fees, or over-dues) within the same household (all patrons living at the same physical address). Borrower must read and sign the E.G. Fisher Public Library Wi-Fi Hotspot Lending Policy and Borrowers Agreement.

If patron or patron household has any outstanding fees or over-dues, hotspot use is prohibited. Under no circumstance will a patron be allowed to borrow a hotspot for another individual or household.

### **LOAN PERIOD AND AVAILABILITY**

Hotspots may be checked out for a 7 day period. Overdue fines are \$2 per day. Checkouts are limited to one (1) per household

Hotspots may be reserved by placing a hold online or by calling the library. Devices will be held for two days. If the device is not picked up by the end of the second day, the hold will be cancelled and the device will move to the next person in line. Standard \$1 hold fee will apply.

Hotspots will not be checked in if missing any accompanying items and will continue to accrue overdue fees until all items are returned.

Hotspots must be returned to Library Staff at the Circulation Desk. A fee of \$20 will be charged for returning hotspots in the book drop, in addition to fees for any damage sustained.

### **COMPLIANCE**

If the borrower fails to pay the replacement cost of the lost device, they will be barred from checking out library materials. Three (3) late returns for any device will result in being temporarily barred from borrowing any technology device for a period of six (6) months.

The Library reserves the right to take appropriate action to insure compliance with this policy. Actions may include being barred from borrowing a hotspot for non-compliance.

Hotspots are purchased by E.G. Public Library to provide the borrower with an internet connection.

### **LIABILITY**

The Library is not responsible for any liability, damages or expense resulting from the use or misuse of the device, connection of the device to other electronic devices, or data loss resulting from the use of the device.

The Patron should have a basic working knowledge of the hotspot device upon checkout. If any technical problems are encountered, the patron should return the device immediately to the Circulation Desk.

The complete replacement cost for the Hotspot and accessories is \$200. Fees for lost or damaged accessories will be based on the actual repair or cost to replace item.

The patron is financially liable for any lost, stolen, or damaged hotspot, power cords, etc.

Hotspots are deactivated at one (1) day overdue if they are not returned to the Circulation Desk at E.G. Fisher Public Library.

The hotspot must be in working condition when it is returned or replacement/repair cost will be added to the patron's account.

The patron understands that Internet Content Filtering is NOT provided through the hotspot. Parents/legal guardians are responsible for monitoring what is accessed via the Wi-Fi hotspot.

### **ACCEPTABLE USE OF THIS DEVICE**

- Respect for privacy of others.
- Compliance with copyright laws and licenses for individual data and programs
- Consideration for the security and functioning of the hotspot device

### **UNACCEPTABLE USE OF THIS DEVICE**

- Uses for any purposes that violate applicable federal, state, or local laws including copyright laws
- Interfering with or disrupting the hotspot device
- Attempting to gain or gaining unauthorized entry to other computing information or communications sources or devices (hacking)
- Malicious, threatening, harassing, or obscene behavior or language
- Misrepresentation of oneself
- Activities that could cause congestion and disruption of networks and systems

### **CARE FOR HOTSPOT**

- As with any electronic device, do not leave the hotspot in a hot vehicle for an extended period of time.
- Do not remove the sim card for any reason.

**POLICY SUBJECT TO REVISION**

E.G. Fisher Public Library's "Hotspot Borrowing Policy" is subject to review and revision as needed.