LIBRARY OF THINGS
LENDING GUIDELINES AND AGREEMENT

Today's Date: _____   Patron Name: _____

Patron Barcode: _2_ _9_ _8_ _5_ _0_ _0_ _0_ __ __ __ __ __ __ __

Item Barcode: _3_ _9_ _8_ _5_ _0_ _0_ __ __ __ __ __ __ __ __

Thing: _____ **Copy #** _____
                              (if applicable)

A valid Government issued ID with picture and current address must be presented at checkout. The address on the ID and in the library records must match.

Guidelines for Borrowing and Use

• Objects loaned through the Library of Things ("Things"), must be checked out from the Customer Service Desk.

• Thing must be returned to a staff member at the Customer Service Desk and contents must be verified by staff.

• Borrowers must be 18 years old or older

• A valid Onondaga County Library Card with current address and no outstanding fines above $5.00 is required to borrow a Thing.

• A list of replacement costs of Things is maintained by the Library and is available upon request.

Time Limits and Availability

Overdue fees will be applied for each day beyond the due date that the kit is not returned at a rate of **$5.00** per day with a maximum of **$25.00**

Thing may be borrowed for ☐**1day,** ☐**3 days,** ☐**1 week,** ☐**3 weeks** and may be renewed up to _2_ times unless another borrower is waiting or unless otherwise noted.

Thing is due on _____

Thing Lending Agreement

I understand that I am fully responsible for the Thing and for its safe and timely return to the Liverpool Public Library Customer Service Desk from which it was borrowed. If the Thing is damaged, lost, or stolen, or late fees are incurred, I understand that I am responsible for all applicable charges and that these charges will be considered an outstanding debt to Liverpool Public Library and will be added as a fine to my library card.

Upon discovery of any non-obvious damage to the contents of this kit, patron will be notified immediately. Applicable charges will be applied to patron's library card.

I have read, understand, and agree to the rules and procedures listed on this agreement.

Borrower Signature: _____ Staff Initials: _____

Upon Return:
Damage/Missing Item Notes:

Staff Initials: _____