

HOTSPOT CIRCULATION POLICY

Mobile hotspot service is provided by US Cellular. Internet service relies on cell tower technology and coverage. Service outside the continental United States is prohibited; any fees associated with use outside this area will be the responsibility of the borrower. User experience can vary based on location. The Library is not responsible for personal information shared over the internet or for information or websites accessed.

Eligibility:

- Buchanan County resident of 18 years of age or older
- Library card must be presented. Cardholder must be in good standing, meaning he/she has had a library card for a minimum of 30 days with household fines/fees of less than \$10.00.
- Photo ID (driver's license, state ID, military ID, student ID, passport) must be presented. ID must have current address, or additional proof of address is required.
- Current email address on file with the library.
- One hotspot may be borrowed per household.

Checkout:

- Seven Day Checkout Period
 - Overdue fees are \$10.00/day until device is returned. Maximum fine of \$225.00, the cost of replacement.
- No Renewals
 - Cardholder or member of household eligible to check out again in 2 days.
- Reservations available on a first-come, first-serve basis.
- Staff confirms all items present in the hotspot kit.
- Cardholder will sign IPL's hotspot borrowing agreement.
- A new borrowing agreement will be signed for each hotspot checkout. This assures the patron has acknowledged financial responsibility for lost or damaged equipment.

Check in:

1. Hotspots must be returned to library staff, not in the book/AV return.
2. Check in of a hotspot must be 30 minutes or more before the library closes. Cardholder must remain present until equipment is checked and cleared from the cardholder's account.

The Borrower Agreement is signed and dated signifying a proper return.

3. If a hotspot is returned to the book or AV return instead of in person, the cardholder will be charged a fee of \$10.00, in addition to any other accumulated fines or fees.

Lost/Damaged Replacement Fees:

1. If hotspot is not returned by one day past the due date, the library will deactivate it remotely.
2. Each day the hotspot is not returned, \$10 is charged to the borrower's account. If fees total the replacement cost or more, the maximum cost is \$225 plus any fees for improper return of the device.
 - a. Hotspot - \$195.00
 - b. Protective case - \$15.00
 - c. Charging cord/adaptor - \$15.00
 - d. The library will not accept replacement hotspots or accessories purchased by the cardholder.

By borrowing and initiating use of the Library's hotspot, the user agrees to abide by the Library's policies and rules, and agrees to hold the Library and its agents harmless from any and all claims, losses, damages, obligations, or liabilities, directly or indirectly, relating to the use of the Library's hotspot and internet access provided by the Library. Deliberate altering of any files or modifying the configuration of Library-owned equipment is strictly prohibited.