

Borrower's Agreement

The library offers standard media equipment and emerging technology for checkout as a service to current Claremont Colleges students, faculty, and staff.

I _____ hereby agree to the following terms and conditions when borrowing equipment from The Claremont Colleges Library. This agreement is valid for the 2017-18 academic year.

Borrowing technology:

- The items that are part of the Tech Lending Program are checked out on a first-come, first-served basis at the Main Services Desk in The Claremont Colleges Library by **current** Claremont Colleges students, faculty, and staff who have a valid library account (a complete list of available items can be found at: library.claremont.edu/tech-lending).
- Users with a blocked library account may not check out technology.
- The loan period is 4 days with no renewals.
- Users who wish to check out technology must have a signed copy of the Claremont Colleges Library Technology Borrower's Agreement on file with the library.
- Technology must be returned to a library staff member at the Claremont Colleges Library Main Services Desk.
- Users will be charged for damages or missing items at or after check-in once the item has been examined (usually within 48 hours - excluding weekends).
- An optional consultation is available to patrons who wish to receive an orientation on how to use any of the items in the Tech Lending Program. Patrons who wish to have this orientation should email libraryusers@claremont.libanswers.com, to set up an appointment.

Regarding Equipment Condition:

- The equipment will be reset upon return; all content will be erased and no longer available after return.

Regarding Damages:

- Users are responsible for reporting any damages or equipment malfunctions immediately.
- Users are responsible for all damages due to accident, neglect, abuse, or loss once this item has been checked out. In the event of damage or loss, full replacement value and/or all costs associated with repair or replacement of the equipment loaned will be billed to the user.

Regarding Lateness:

- Users must return the equipment to the Claremont Colleges Library Main Services Desk when it is due.
- Once an item is 24 hours overdue, it will be considered lost, and the user will be charged the replacement fee.

I certify that the above information is correct and I have read and accept my responsibility related to the loan of this equipment. I agree to adhere to the guidelines and policies. I understand that I am personally responsible for this equipment and may not loan it to a third party. I assume responsibility for all risk of loss or damage to the equipment. I understand and agree to the above statements and will accept any charges incurred.

Borrower's Name Date

Borrower's Signature Date

Library Staff Name

Library Staff Signature