

Library of Things Lending Policy

1. To borrow from Shrewsbury Public Library's Library of Things, a patron must be age 18 or over and have a library card in good standing, with home address confirmed.
2. The patron must review the Library of Things Lending Policy and sign the attached Waiver Form.
3. While staff can provide a basic overview of items in the collection, by taking possession of any item, the patron is certifying that he or she is capable of using the item in a safe and appropriate manner.
4. Only the borrower who has checked the item out is authorized to use it. The borrower shall not permit the use of items checked out to him or her by any other person. If the borrower allows others to use the items, the borrower assumes all liability for such use.
5. Items circulate for seven days. Items may not be renewed.
6. Library of Things items must be returned during the Library's open hours to the Reference Desk on the second floor.
7. Overdue fees of \$5.00 per day accrue on Library of Things items kept past due date. Late fees are capped at the full replacement cost of the item.
8. Up to six Library of Things items may be checked out at one time.
9. The patron agrees that the Library is not responsible for any manufacturing defects in quality of workmanship or materials inherent in any borrowed items.
10. The patron agrees that if any item becomes unsafe or in a state of disrepair, he or she will immediately discontinue use of the item and notify the Library of the issue on return, if not earlier.
11. All items must be returned in the same condition as issued, barring normal wear and tear. All Baby Gear, Kitchen and Garden items must be returned in clean condition.
12. The patron agrees to pay for the loss of or damage to any item and further agrees to accept the Library's assessment of condition and assessment of fair restitution for damage, dirtiness, delinquency, and/or loss of items in part or in total. This restitution amount could equal the full replacement cost of the item plus a \$5 administrative fee.
13. The Library reserves the right to refuse the loan of any item at its discretion.

Library of Things Liability Waiver

The Library of Things collection is for the use of patrons age 18 or over who have a library card in good standing, with home address confirmed. Out of respect for future users, please inspect all borrowed items before return and ensure they are returned in the condition in which they were borrowed. Please report any damage to the library immediately.

I, _____ (*print name*), state that:

- I have read the Library of Things lending policy and confirm that I can adhere to each of the clauses.
- I will be responsible for a \$5 per day fine for items returned late.
- I am capable and experienced in using the items I am borrowing, and that I will use the items in a proper manner.
- I do hereby for myself, on behalf of my successors and assigns, in consideration of being permitted to borrow items, waive any and all claims against the Shrewsbury Public Library, the Town of Shrewsbury, its officers, agents, and employees for any injury or injuries of any nature that I may suffer or incur in the use of the items that I am borrowing from the Shrewsbury Public Library.
- I, hereby for myself, on behalf of my successors and assigns, in consideration of being permitted to borrow tools, agree to release and indemnify and hold harmless the Shrewsbury Public Library, the Town of Shrewsbury, its officers, agents, and employees from any and all liability, loss, claims, and demands, actions or causes of action for the death or injury to any persons and for any property damage suffered or incurred by any person which arises or may arise or be occasioned in any way from the use of items I am borrowing from the Shrewsbury Public Library. I am aware that the Shrewsbury Public Library, its partners, directors, officers, members, and employees claim no expertise and make no representation concerning the fitness of any item for any particular use.
- I understand that one or more items I am checking out have a replacement value of \$100 or more (where applicable).
- I am over the age of 18.

I affirm that the above information is current, true and correct and may be subject to verification. I further state that I have read and fully understand the rules and regulations of the Shrewsbury Public Library and I understand that failure to comply with any of these rules may result in revocation of my borrowing privileges and/or legal action against me. I have read and signed a Waiver and Indemnification form, relinquishing any and all claims against the Shrewsbury Public Library, the Town of Shrewsbury, its officers, agents, and employees.

Print name _____ Signature _____

Library card # _____ Date borrowed _____

Initials of staff processing agreement _____

Initials of staff processing return _____ Date returned _____

Name of item checked out	Item barcode	Name of item checked out	Item barcode
1. _____	_____	4. _____	_____
2. _____	_____	5. _____	_____
3. _____	_____	6. _____	_____