



Library of Things Lending Policy

A. Purpose

To offer useful, non-book objects and items (“Things”) to the public as part of our mission to provide informational, educational, technological, and recreational resources to the community. Patrons agree to abide by the Library of Things lending guidelines below.

The library’s professional staff will select materials based on the needs of library patrons. The library welcomes input from the community concerning the collection. All suggestions for purchase are evaluated using the same selection criteria as for other materials and are not automatically added to the collection.

B. Access

1. Borrower must be a cardholder with an account in good standing.
2. Borrower must be 18 years or older.
3. Borrower must present a library card at the time of checkout.
4. Upon first checkout, the borrower must read and understand the Library of Things Lending Policy and sign the Library of Things User Agreement. Signed agreements will be kept on file for one year.
5. Borrower may only have 1 Thing checked out at any given time.

C. Lending

1. Library of Things materials may be checked out for one (1) week and may not be renewed.
2. Borrower must check out and return Library of Things materials in person at the public services desk. Borrower and library staff will verify all accessories, if applicable, are present at the time of check out and check in.
3. Borrowers who return Library of Things materials in the book drop or in a soiled condition may lose borrowing privileges of JTPL’s Library of Things Lending Service.
4. Borrower is responsible for replacement costs due to loss, damage, or theft of Library of Things materials and/or accessories, if applicable.
5. In the case of lost, damaged, or theft of Library of Things materials and/ or accessories borrower is responsible for a processing fee of **\$4.00** per item, in addition to the cost of the item.
6. A list of replacement costs of Library of Things materials is maintained by the Library and is available upon request.

D. Responsibilities

1. Borrower agrees to use and operate Library of Things materials in compliance with manufacturer’s recommended guidelines and instructions.

2. Borrower acknowledges that JTPL is not responsible for any injury, loss, or damage that may occur from use of Library of Things materials
3. Borrower agrees to use care when handling and using Library of Things materials
4. Borrower shall not make any modifications or alterations to Library of Things materials
5. Borrower accepts sole responsibility for Library of Things materials and restitution fees associated with loss, damage, or theft of Library of Things materials and/or accessories, if applicable.
6. Items should be returned clean and in the same condition as when checked out, subject to reasonable wear and tear.

Approved by the Jeffersonville Township
Public Library Board of Trustees on
July 16, 2024.

Library of Things Loan Agreement

My signature below indicates that I have read the following statement and that I agree to abide by these conditions of use when checking out material from the Library of Things Collection.

I agree to accept full responsibility for the material while it is checked out to me.

I accept full financial liability for the material and accessories while in my possession.

I agree to pay all costs (including full replacement cost) associated with damage to, loss of, or theft of the material and accessories while it is checked out to me.

I agree to the loan period set for the Thing borrowed and I agree to return the Thing to a staff member inside the Library (not in the Book Drop).

Name (printed)

Signature

Date