

Knox Public Library

Library of Things Borrowing Policy

Purpose:

The Knox Public Library is offering a collection of items that patrons may borrow. This Library of Things collection has items that patrons may want to try before they purchase one for themselves; may use a couple of times, but do not need to own; or are unable/willing to purchase for themselves. In order to protect the Library from liability with this collection, since some items may be considered dangerous to use, all borrowers must sign a waiver before checking out an item.

Borrowing Policy:

Items are used at the sole risk of the borrower. The Library makes no representation or warranty as to the fitness for use or condition of the items. Borrowers are responsible for reading and abiding by all manufacturer's recommendations, warnings, and instructions for use.

Items must be returned to the Knox Public Library Circulation Desk only. Items must be returned intact, clean, in working order, and complete (including all accessories, parts, manuals, and packaging provided when borrowed). As with all Library materials, borrowers are responsible for the care of the item and any supplemental materials. If any of the Library's property is lost or damaged, borrowers agree to provide the cost of a repair or replacement. If items are returned uncleaned, the Library will assess a \$25.00 per item cleaning fee.

All items in this collection are available for checkout by patrons 18 years or older. The Library reserves the right to take equipment out of circulation temporarily to support a library program or for repair or maintenance. Library staff may limit the number of repeat loans of a specific item to one household in the interest of ensuring fair access for all library patrons.

A valid adult Knox Public Library card (or a valid adult library card for any of the Clarion County Libraries) with no outstanding fines or no lost or billed items is required for checkout. All borrowers must sign a liability waiver (see Appendix).

Guidelines:

- May borrow 2 items from this collection at one time
- Loan period is 14 days
- Late fees are \$2.00/day. If the item is not returned within 14 days after the due date, the full replacement cost will be charged.
- No renewals
- Items must be returned to a librarian at the Circulation Desk. Items may not be returned in the book drop nor to any other Clarion County Library, except for Hot Spot Devices may be returned to book drop.
- Replacement costs will be charged for lost or damaged items, plus processing fee.
- Uncleaned items will be charged a \$25.00 cleaning fee.
- The Library reserves the right to make exceptions to the number of items allowed to be borrowed at one time and loan period.

Appendix:

**Knox Public Library
Library of Things Waiver**

In consideration of my use of the items lent out by the Knox Public Library through its Library of Things program (“Items”), I hereby voluntarily release, discharge, waive, and hold harmless, on behalf of myself, my heirs, executors, administrators, and assigns, the Knox Public Library (“Library”) and its employees, officers, and agents, from any loss, damage, or injury to persons or property arising from Items, whether arising through the Library’s negligence or imposed by law. In no event shall the Library be liable to me for indirect, consequential, or special damages, including without limitation lost use, revenue, or profits.

I agree to indemnify and hold the Library and its employees, officers, and agents, harmless from and against all liabilities, claims, actions, proceedings, damages, losses, costs and expenses, including attorneys’ fees, for all injuries or death of any person, or damage to any property occurring or arising from or connected with, directly or indirectly, my possession, use, and return of the Items.

No warranties, expressed or implied, including without limitation: suitability, durability, fitness for a particular purpose, condition, or quality have been made by the Library, directly or indirectly in connection with the Items. I am borrowing the Items “as is”. I acknowledge that I have examined the Items and that its condition is acceptable. I agree to surrender the Items to the Library in as good order and condition as when received, except for reasonable wear and tear resulting from proper use, and if returned unclean, I may be charged a reasonable cleaning fee. I agree to keep and maintain the Items in good condition, use it in a careful and proper manner, and comply with all applicable laws and regulations.

I understand that the Library does not provide supervision or instruction for the use of the Items. I understand and acknowledge that the use of the Items involves risk of serious injury, including permanent disability and death. I agree to refrain from using any Item in a manner inconsistent with its intended design and purpose.

I have read this Liability Waiver and Informed Consent Form and sign it voluntarily. I understand that I am giving up substantial rights by signing it.

Print Name

Date

Signature

Library Card Number

Approved: 02/2022
Amended: 04/2022