



Wi-Fi Hotspot Lending Policy

The Danville-Center Township Public Library lends Wi-Fi Hotspots to Danville-Center Twp. Library service area card holders ages 18 and older with Library cards in good standing and who has been a library card holder for 30 days.

1) Hotspot checkout is limited to one per household (patrons with the same address on file) at a time. Hotspots may be placed on hold but the library reserves the right to cancel a hold if a hotspot has been loaned to a household more than once in a 30-day period.

2) The lending period is one week, and the hotspots cannot be renewed. If the device is not returned on the due date, the service provider will be contacted, and a disconnect fee may be charged to the patron's account.

3) **The Library reserves the right to refuse service to patrons who abuse equipment or who are repeatedly late in returning electronic devices.** The Library is not responsible for any liability, damages or expense resulting from use or misuse of the device, connection of the device to other electronic devices, or data loss resulting from use of device.

4) A patron must present their library card at the time of check-out. Once a hotspot is checked out to a patron, it becomes the responsibility of that patron.

5) Any changes in condition or content while in the patron's care will be the patron's responsibility. The patron is responsible for damage, loss, or theft. Patrons should have a basic working knowledge of the device on checkout. If any technical problems are encountered, patrons should return the device immediately to the library. **Please note:** The library owns more than one model type of hotspot. Please refer to the instructions that come with the device, as they may vary.

6) It is preferred that devices be returned to the Circulation desk at least one (1) hour before the library closes. The hotspot will be examined to ensure it has not been damaged. If damage to the device is discovered by Library staff, these costs will be added to the patron's account. If the device is returned during off hours, it should be left in the audio-visual drop. **Please note:** Any damage that the device may receive in the drop could result in a fine on the patron's account.

7) Devices that are put on hold must be picked up within **48 hours** of notification. Failure to pick up the device will result in a loss of the hold and the device will become available to the next person in the holds queue. **Please note:** You may receive an automated notice which gives a week to pick up the hold. That does not apply to Danville-Center Township Public Library.

8) Hotspots do not transit between libraries. If a hotspot is returned to any library other than DCTPL, a \$25 transit fee will be assessed to the borrower's account.

9) Hotspots must be returned fully charged and with all components that are in the kit. A failure to return the hotspot and kit in this condition will result in the following fines:

- Missing Quick Instructions: \$1
- Overdue: \$5 per day
- Disconnect fee: \$10
- Transit fee \$25
- Missing Case: \$15
- Missing USB Cable: \$15
- Replacement of mobile hotspot: \$250

10) The device will be considered "lost" if not returned within seven (7) days of its due date and a \$250 replacement fee may be charged.

11) Internet filtering is not provided through the DCTPL Hotspots. Parents/Guardians are responsible for monitoring what their children access.

12) Hotspots are sensitive to temperature. Do not leave the hotspot in a vehicle. Replacement costs apply if hotspot is damaged due to negligence.