ELECTRONIC DEVICE BORROWING AGREEMENT
Beneficial-Hodson Library, Hood College

Borrower’s Name: ________________________________  Today’s Date: ___________________________

E-device and associated materials are due to be returned to the Library Circulation Desk by:

| DUE DATE (Month/Day/Year): ____________________________ | TIME: ____________________ P.M. |

Borrowed:  E-Device  O  Device Skin  O  Device Cover  O  Power/USB Cord  O
           Plug-in transformer  O  Micro fiber cloth  O

• Electronic devices are for use by currently affiliated members of the Hood Community who have network accounts and who have no outstanding library obligations.

• Electronic devices are circulated for a one-week loan period. Please return the device to a staff member at the Circulation Desk. DO NOT PLACE IT IN A BOOK DROP.

• Overdue fees will be charged for electronic devices not returned by their due date or time. Fees accrue in the amount of $1 for each hour or portion thereof that the device is overdue.

• If your electronic device is lost, stolen or damaged, or electronic device accessories are lost, stolen or damaged; you will be held responsible for all applicable replacement costs up to $600, plus a $25 processing fee and any accrued late fees. In addition, you will no longer be granted borrowing privileges for electronic devices.

• You acknowledge that failure to pay any amount owed will be considered an outstanding debt to the Hood College Library and that holds may be placed against your registration, requests for transcripts, or graduation, through Hood’s Accounting Office.

• The Beneficial-Hodson Library is not responsible for data, computer applications, or other e-materials uploaded or downloaded to the machine by the borrower, or for loss of same. All data will be removed from the device upon its return to the Circulation Desk.

• You must sign a copy of this agreement before borrowing any electronic device.

I understand that I am fully responsible for this borrowed electronic device and for its safe and timely return to a Library staff member at the Circulation Desk of the Beneficial-Hodson Library. If the electronic device is damaged, lost, or stolen, or accessories are missing, or late fees are incurred, I understand that I am responsible for all applicable charges. My signature, below, indicates that I have read, understand, and agree to the Conditions of Use listed in this Electronic Device Borrowing Agreement. I agree to return the electronic device by the due date and time.

Signature of Borrower: ________________________________