



EDUCATE - ENGAGE - ENRICH

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1. Mobile Hotspot checkout is limited to Cooke County Library patrons over the age of eighteen, with a current library card and a current driver's license or state identification card.
2. The policy and agreement must be completed and signed prior to use of the device.
3. The Mobile Hotspot will not be checked out to patrons owing fines for overdue, lost, missing, or damaged library materials.
4. The borrower is financially responsible for the Mobile Hotspot and all pieces thereof that you checkout. When you sign for the Mobile Hotspot, you acknowledge that it is fully functioning, undamaged, and that all the parts are there. You are required to thoroughly inspect the device and report problems to library staff at *the time of checkout*. If you do not inspect the device at the time of checkout, you are responsible for all missing and damaged parts upon return.
5. The Mobile Hotspot may be checked out for a 7 day loan. **NO renewals**. Failure to return the device on time will result in a \$5 fine per day. An overdue Mobile Hotspot will be **deactivated** within 24 hours of the due date. [REDACTED]
6. The Mobile Hotspot must be fully charged prior to returning it to the library. A library staff member will check to verify the device is charged. If the device needs to be recharged at the library prior to the next checkout, a \$1 fine will be assessed. [REDACTED]
7. No food or drinks are consumed around the Mobile Hotspot.
8. Do not leave the Mobile Hotspot unattended at any time. **Do not leave it in a car.**
9. The Mobile Hotspot must be returned to the Cooke County Library. It must be given to a library staff member at the circulation desk in the same condition it was when you received it. Staff will inspect equipment carefully and call to your attention any suspected damage or missing parts. You must be present when the device is being checked in. **The Mobile Hotspot may NOT be returned in the book drop.** Be certain that staff acknowledge the return of the equipment. [REDACTED]
10. In the event of damaged equipment, library staff will determine if damage is the result of normal wear and tear. Do not attempt repairs, adjustments, or alterations of any kind.
11. It is your responsibility to bring to the attention of the library staff any loss or possible damage to the Mobile Hotspot that happens during the time it is checked out to you.
12. If the Mobile Hotspot is lost or damaged beyond repair, you will be responsible for all replacement fees.
13. Only one Mobile Hotspot may be checked out, from the Cooke County Library, per household at any given time.
14. A period of 7 days must pass prior to a person, or member of the same household, checking out a library owned Mobile Hotspot a second time.
15. **NOTE TO PARENTS/GUARDIANS: Internet content filtering is NOT provided through the Cooke County Library Mobile Hotspot. Parents/Guardians are responsible for monitoring what their children access via the Cooke County Library Mobile Hotspot.**

The Cooke County Library provides the following equipment to each patron checking out a library owned Mobile Hotspot. Staff has verified that each piece is included and is in working condition. Please ask staff to review these items with your prior to accepting checkout. If any of the following items are not returned, or returned damaged, to the library, you will be responsible for the following costs and processing fees for each item.

CHECKOUT	CHECK-IN	ITEM	COST	INITIALS
		MOBILE HOTSPOT (fully charged)	\$145.00	
		POWER CORD & CHARGER	\$26.00	
		CASE	\$20.00	

PROCESSING FEE FOR LOST/DAMAGED ITEMS \$5 PER ITEM

Mobile Hotspot Borrowing Agreement

You are responsible for damage, loss, or theft of the Mobile Hotspot while it is checked out to you. You will be responsible for the entire replacement cost of the Mobile Hotspot as well as any lost packaging, late fee and processing fee. Do not leave the Mobile Hotspot unattended when it is checked out to you. **Additional costs may be accrued if this agreement is disregarded.**

Statement of Understanding of Mobile Hotspot Use Policy

You must be 18 years old in order to borrow this item. I have read, understand and will comply with all the Mobile Hotspot Use Policy. A copy of this policy has been given to me. I understand and assume complete financial responsibility for the Mobile Hotspot checked out to me.

Print Name

Phone/Cell

Signature

Date

****** STAFF USE ONLY ******

Patron Library Card #

DL or TX ID #

Due Date

Hotspot Barcode #

Device #

Date Returned

****** Please attach copy of DL or State ID to this agreement ******