**Mobile Device and Hot Spot Circulation Policy**

The James Kennedy Public Library has mobile devices, including eReaders, Launchpad tablets, and Hot Spots for public use. These devices may be checked out for use within the library or at home. The following rules apply:

1. Any full-service patron aged eighteen (18) years or older, with a James Kennedy Public Library card that is at least 30 days old and in good standing (i.e. library record is not blocked due to unpaid fees or lost materials), may check out a device upon completion of a *Mobile Device Borrower's Agreement*.
2. The loan period for these materials is two (2) weeks.
3. Reservations and renewals will be allowed per general library policies. Additional limits may be placed if demand or collection size warrants.
4. A maximum of three (3) Mobile Devices maybe be checked out at one time.
5. Only one hot spot will be checked out to a family at one time. Priority use for Hot Spots are eligible full-service patrons; however other eligible patrons may be allowed to check out a Hot Spot if they are referred by a local school and there are hot spots not checked out. Only full-service patrons may place holds on Hot Spots
6. A patron's library card will be blocked for computer access or ability to check out any further materials if a mobile device is overdue.
7. Library staff will verify that the devices are in good working order before they are checked out to a patron.
8. Library staff will verify that content has not been added or deleted to the mobile device once it is returned but before it is checked in.
9. Once a device is checked out to a patron, the device becomes the responsibility of that patron per the *Mobile Device Borrowers Agreement*.
10. Devices should be returned to a **staff member** at the Main desk only. They should not be returned in a drop box but if they are, the patron will be held responsible for any damages to the materials as a result of being returned in either the outside or the inside drop box.
11. The patron is responsible for the return of the items in good condition. In case of loss, theft, or damage, the patron will be charged full replacement cost of any or all damaged items including the device, USB cable or any other cables and adaptors, and the case. A $5.00 processing fee may also be charged.
12. The James Kennedy Public Library assumes no responsibility for damage to the borrowers' computer or other equipment resulting from using one of the library's devices.
13. The Library reserves the right to refuse service to anyone who abuses equipment or is repeatedly late in returning devices or who places the devices in the book drop.
14. A patron must have a *Mobile Device Borrowers Agreement* on file at the library before borrowing a device.


Fees and Liabilities:

The patron is responsible for the return of the item, plus all accessories, in good condition. In case of loss, theft, or damage, the patron will be charged the current full replacement cost of any

and all damaged items including the item, USB cable or any other cables and adaptors, or the case. A $5.00 processing fee may be charged.

Estimated cost to replace devices as of November 2020 is:
- Sony eReader (replace with Nook) - $49.99
- Nook Simple (replace with Nook) - $49.99
- Nook Color (replace with Nook Galaxy Tab) - $139.99
- Kindle Touch - $89.99
- Launchpad – ranges from $99.99 to $149.99 depending on content
- Hotspot – $73.00

Cost to replace the charging cable is:
- Nook (of all kinds) - $9.95
- Kindle Touch - $5.99
- Launchpad Adapter - $6.99
- Hotspot - $6.99

Cost to replace the AC adaptor is:     $9.99

Cost to replace the eReader case is $25.00
Cost to replace the Launchpad case is $8.99
Costs to replace hotspot case is $12.99

Note: As technology changes, some devices are no longer made. If that is the case, the cost to purchase a similar item will be charged.

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