

Whipple Free Library Library of Things Policy and Lending Agreement

Purpose:

A Library of Things expands the traditional boundaries of a library. It is a collection of items that complement the Library's mission to provide educational, cultural, historical and recreation materials to meet the present and future needs of the community.

The Library of Things is a practical application of the concept of a "shared economy." It allows patrons a hands-on experience with a variety of items. The purpose of the Library of Things is to allow patrons to try something out to decide if it's something they want to consider purchasing or help save patrons money by allowing them to borrow an item instead of purchasing.

Library of Things acquisitions follow the Whipple Free Library's Collection Development Policy and Gift and Donation Policy.

Patrons borrowing items from the Library of Things agree to abide by the policy and guidelines below.

Terms of Use:

- Borrower must be at least 18 years old and have a valid Whipple Free Library Card.
- Only patrons in good standing may borrow items. A patron in good standing is defined as one who has no current overdue items and/or no outstanding fines or fees.
- Patrons may be in possession of and borrow up to 3 Library of Things items at a time.
- Lending is on a first come first serve basis, but a patron can place a reserve on an item that is checked out. Items are not eligible for Inter-Library Loan. The Library reserves the right to add or remove items from the Library of Things at any time.
- Items may be borrowed for two (2) weeks at a time, with the option of renewing for another two weeks if the item isn't on reserve for another patron. Some items have a different loan period, please see the Library of Things Catalog document for loan times for each individual item.
- Lost or Overdue items: Any item overdue for 14 days is considered lost. After an item is overdue for more than 30 days the borrower will be billed for replacement cost of the item. All costs are listed in the Library of Things Catalog.
- Items may only be used by the family who has borrowed it. Patrons are responsible for proper storage of equipment and for ensuring borrowed items are not used or operated by third parties.
- Users are solely responsible for ensuring their use complies with laws governing copyright and principles of fair use.
- Borrower must sign this agreement and confirm his/her contact information at the time of checkout. This signature indicates their understanding and acceptance of all terms prior to borrowing.
- Violations of this policy can result in refusal to lend further items. Patrons will receive written notification of library decisions and can appeal these decisions to the Library Director or Board of Trustees within 10 days.

Fees & Liability

Adopted by Whipple Free Library Board of Trustees 1/28/2025.

**Whipple Free Library
Library of Things Policy and Lending Agreement**

- The borrower is solely responsible for the Item(s) and will be billed for any reasonable repair or replacement costs associated with damage or loss of the Item(s), reasonable wear and tear excluded. Damage due to exposure to heat or cold is included.
- The borrower is solely responsible for protecting against risk of loss or damage.
- The Library is not responsible for the loss of any data while using Item(s), for any damage caused by using the item or by any manufacturing defects in borrowed item.
- Patrons wishing to request reconsideration of any item should reference the Whipple Free Library Collection Development Policy

Proper Care and Use of Items

- Borrowers must return items directly to a Library staff member, not placed in a book drop.
- Items must be returned in good condition with all associated parts/components and in clean condition.
- Responsibility for use of items by children lies with the parent or guardian, not the Library.
- Users are responsible for ensuring their own safety and wearing appropriate personal protective equipment (ex. goggles) when operating tools or machinery as directed by the product manufacturers. The Library will not be responsible for injuries resulting from use of items from the Library of Things. Borrowers should notify Library staff of any concerns about the safety or state of repair of an item.
- Users must inspect equipment for damage or safety concerns before use. Items that are damaged should not be used. Users must report malfunctions or damage to equipment upon return of materials. Library staff will inspect equipment for missing parts upon return.
- By taking possession of any item, the user is certifying that he or she is capable of using that item in a safe and proper manner.
- Borrowers may not make any modifications, repairs, or alteration to items borrowed.

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Waiver and Release of Claims: Informed Consent

- I understand that the Library does not provide supervision or instruction for the use of the item(s). I understand and acknowledge that the use of the item(s) could involve risk of serious injury, including permanent disability and death, economic losses, loss of personal data, privacy breaches or harms from ransom wear. I agree to refrain from using any item(s) in a manner inconsistent with its intended design and purpose and to take all precautions to avoid harm in any manner. I further agree I will use all borrowed items in a manner consistent with federal, state and local laws and regulations, including the Whipple Free Library Of Things Policy.
- I agree on behalf of myself, my heirs, executors, administrators, and assigns to indemnify and hold the Library and its officers, agents, employees, directors, and volunteers 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 Item(s).
- I acknowledge that I have examined the item(s) I am borrowing and that its condition is acceptable. I agree to return the item 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 item(s) in good condition, use it in a careful and proper manner and comply with all applicable laws and regulations.
- I understand and agree that I am responsible for payment in full of any repair and/or replacement costs should the item(s) or components of the Item(s) be stolen, lost, damaged or not clean upon the end of the borrowing period as defined above.

I have read this Liability Waiver and Informed Consent Form and sign it voluntarily.

Name of the Item: _____

Value of item : _____

Print Name _____

Signature _____

Library Card # _____

Date _____

For Staff Use Only:

Staff Initials Check Out _____ Date Borrowed _____

Staff Initials Check In _____ Date Returned _____

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