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Wi-Fi Hotspot Policy

The Schuylkill Valley Community Library is not responsible for any liability, damages or expense resulting from use or misuse of the device, connection of the device to any electronic devices, or data loss resulting from the use of the device. Any use of the device for illegal purposes, unauthorized copying of copyright-protected material in any format, or transmission of treating, harassing, defamatory or obscene materials is strictly prohibited. Using the device to access any online content determined to be illegal or obscene according to federal, state, or municipal law will result in revocation of Wi-Fi Hotspots borrowing privilege and potentially criminal prosecution.

Borrower Eligibility

Wi-Fi Hotspots are available to residents of Berks County who are 18 years or older and possess a Berks County Library System library card in good standing and have signed the agreement. Patrons must show their library card and valid photo ID when checking out Wi-Fi Hotspots.

Borrowing Policies

Wi-Fi Hotspots circulate for one month and may be renewed. Hold requests may be placed by patrons online or at the circulation desk. The library reserves the right to refuse service to patrons who abuse equipment or who are repeatedly late in returning electronic devices. If payment is overdue by 10 days, service will be discontinued. If service has been discontinued, a reactivation fee of \$20.00 will be required to continue service.

Fee is \$40 per month or \$12.50 per week plus tax.

Wi-Fi Hotspots will be inspected for functionality and accessories before being checked in. If damaged to the device is discovered, these costs will be added to the patrons' account.

Responsibilities of Borrowers

Borrowers must pick up and return the Wi-Fi Hotspot to the Schuylkill Valley Community library at the circulation desk during normal Library hours. **Wi-Fi Hotspots may not be returned in the drop box or to another library.**

Replacement Charges

Borrowers assume full responsibility for the cost of repair or replacement in the event that the Wi-Fi Hotspot and/or its accessories are lost, stolen or damaged. Replacement cost for a lost or damaged Wi-Fi Hotspot is \$70, power cord is \$10, and the case is \$15.

Agreement:

I have read and agree to the above policy.

Hotspot #: _____

Patron Name (print) _____

Patron Signature _____

Email: _____ Date: _____

Wi-Fi Hotspot check list STAFF USE ONLY

Hotspot #

Patron Name (last, first)

Patron verification:

- I have verified the patron's address, phone number and email address on their BCPL library account by comparing it to their ID and updated where needed.
- I have verified that the patron is at least 18 years old.
- I have verified that the patron has had a library card for at least three (3) months or has authorized automatic payments.
- I have entered the correct loan period.
- I have reviewed monthly payment fee of \$40 per month or \$12.50 per week and late fees of \$.50 per day.
- I have informed the patron that Wi-Fi Hotspots may not be returned in the drop box or to another library.

Staff signature _____ Date _____

Hotspot inspection:

When the hotspot is returned, verify that all items are included in front of the patron.

Item	Checked ✓	Notes
Hotspot #		
Battery		
SIM Card		
USB Cord		
Charger		
Case with hand strap		
User Guide		

On return of device:

Staff signature _____ Date _____

Patron signature _____ Date _____