



## Brooks Memorial Library

224 Main Street, Brattleboro, Vermont 05301

802.254.5290 | [www.brookslibraryvt.org](http://www.brookslibraryvt.org)

### Tool Library Borrowing Agreement

- 1) Equipment may be borrowed by BROOKS MEMORIAL LIBRARY cardholders (16 years and older) whose accounts are in good standing. Borrowers must sign a waiver, releasing the Town and the Library from damage or physical injury
- 2) Tools are for the personal use of our members only, not commercial projects and/or contractors.
- 3) Equipment may be reserved online at any time. **Pick-up and return of items is available during Tool Cottage open hours only.**
- 4) Please return equipment on time, as others may be waiting to borrow it. **Items returned late are subject to a fine of \$5/day.**
- 5) Tool Library hours are:  
**Wednesday 5-8pm**  
**Friday 4-6pm**  
**Saturday 10-12pm**
- 6) Tools left outside the cottage can be stolen or damaged. Members who fail to follow this rule may be charged to replace tools and may lose their borrowing privileges.
- 7) Equipment SHOULD BE RETURNED CLEAN.  
Please remove dirt, grass, dust, food or any other residue from your tools so that they are clean for the next user. Some tools can be ruined without proper cleaning. You may be charged a repair or cleaning fee for failure to clean your tools; the amount will be at the sole discretion of the tool librarian. **Minimum Cleaning Fee of \$25.**
- 8) DAMAGED TOOLS MUST BE REPORTED TO LIBRARIANS UPON RETURN  
If tool damage is beyond normal wear and tear - through careless or improper use, you may be charged 50%-100% of the cost to replace or repair the tool. Judgment will be at the sole discretion of the tool librarian.
- 9) To request renewal of equipment email [brookstools@brookslibraryvt.org](mailto:brookstools@brookslibraryvt.org).

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