

Borrowing Policy

Equipment is used at the sole risk of the borrower. The Library makes no representation or warranty as to the fitness for use or condition of the items. Borrowers are responsible for reading and abiding by all manufacturer's recommendations, warnings, and instructions for use.

Equipment must be returned to the Mansfield Public Library Circulation Desk only. Items should not be put in the book drop or returned to other libraries. Items must be returned intact, clean, in working order, and complete (including all accessories, parts, manuals, and packaging provided when borrowed). As with all library materials, borrowers are responsible for the care of the item and any supplemental materials. If any of the Library's property is lost or damaged, borrowers agree to provide the cost of a repair or replacement.

The Library reserves the right to take equipment out of circulation temporarily to support a library program or for repair or maintenance. Library staff may limit the number of repeat loans of a specific item to one household in the interest of ensuring fair access for all library patrons.

A valid library card with no fines over \$10 is required for checkout. All borrowers must sign a liability waiver.

Borrowing Policy Overview

- Kits must be reserved through *Assabet*, our kit reservation system.
- Items may be booked up to 3 months in advance.
- Any patron with a SAILS library card can put a kit on hold; however, the kit **MUST** be picked up and returned to Mansfield.
- Kits can only be borrowed by adults ages 16 and over with a valid library card. A child's library card cannot be used to reserve or check out a kit.
- Up to 6 kits may be checked out to one family at a time.
- Each family can have one hold on a specific kit at a time.
- There is no guarantee that a kit will be available for the time period reserved. Every effort will be made to ensure the kit is available, but unforeseen circumstances may prevent this.
- Kits go out for 1 week with no renewals.
- Overdue fine is \$.50 a day, up to a maximum of \$5.
- Patrons are responsible for returning kits with all included pieces. Patrons will be billed for lost/damaged kits or pieces.

Liability Waiver

In consideration of my or my designee's use of the equipment lent by the Mansfield Public Library, I hereby voluntarily release, discharge, waive, and hold harmless the Mansfield Public Library and its employees, the Board of Trustees, and the Town of Mansfield and its employees from any loss, damage, or injury to persons or property arising from the equipment. In no event shall the Library be liable to me for indirect or consequential damages.

I agree to indemnify and hold the Library and its employees harmless from and against any liabilities, claims, actions, proceedings, damages, losses, costs, and expenses, including attorney's fees, for all injuries or death of any person, or damage to any property occurring or connected with, directly or indirectly, my possession, use, and return of the equipment.

I am borrowing the equipment as-is. I acknowledge that I have examined the equipment and that its condition is acceptable. I agree to keep and maintain the equipment in good condition, use it in a careful and appropriate manner, and to comply with all manufacturer recommendations.

I understand that the Library does not provide supervision or instruction for use of the equipment. I understand and acknowledge that the use of the equipment may involve a risk of serious injury. I agree to refrain from using the equipment in a manner inconsistent with its intended purpose.