

**Belleville Public Library & Information Center
Mobile Wi-Fi Hotspot Device Agreement**

First Name: _____ Last Name: _____

Date of Birth: _____

Address: _____

Phone: _____

In order to borrow a Mobile Wi-Fi Hotspot, you must meet the following guidelines:

- Be at least 18 years old.
- Be a Belleville resident and have a library card in good standing with the library.
- Have your driver's license/ID number and credit card number recorded.

Your signature indicates your agreement to the following:

- I accept full responsibility for the Wi-Fi Hotspot while it is checked out to me.
- I will not attempt to alter the device in any way.
- I will return the Hotspot in person to a library staff member at the front desk.
- I will pay a late fee of \$5.00 per day if I do not return the hotspot by the due date. Hotspots lend for 14 days and cannot be automatically renewed.
- I accept full financial responsibility for the Hotspot and agree to pay all costs associated with damage to or loss of the device and/or the accessories while checked out to me. (Replacement cost is \$214.00)
- I understand that the library may use any appropriate means to collect the money owed by me for fees, damages, or loss.
- If the Hotspot is overdue, the library will shut down the connection, which will make the device unusable.
- If I encounter any problem with the Hotspot, I will return it and all its component parts to the library immediately.
- I have read and agree to the library's Mobile Wi-Fi Hotspot Lending Program Policy and agree to use the device in a responsible manner, consistent with the educational and informational purpose for which they are provided and not for any unauthorized, unethical or illegal purposes.

Any Internet use contrary to the policy outlined above may, at the sole discretion of the library staff, result in the loss of the library Mobile Wi-Fi Hotspot and/or library internet privileges.

Borrower's signature _____ Date _____

For Library Staff Use Only

Library Card # _____ **Hotspot #:** _____ **Due Date:** _____

Credit Card #: _____ **CVC:** _____ **Exp:** _____

CHECK-OUT

Staff: Please check off to indicate that all pieces of equipment are present at the time of check-out.

___ Hotspot ___ Charging Cable ___ Adapter ___ Carrying Case ___ Patron ID copied ___ Staff Initials

CHECK-IN

Staff: Please check off to indicate that all pieces of equipment are present at the time of check-in.

___ Hotspot ___ Charging Cable ___ Adapter ___ Carrying Case ___ Staff Initials