

# Wi-Fi Hotspot Lending and Usage Policy

The Spring Township Library, the West Lawn-Wyomissing Hills Library, and the Spring Township Library Association are 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 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 borrowing agreement. Patrons must show their library card and valid photo ID when checking out Wi-Fi Hotspots.

## Borrowing Policies

Wi-Fi Hotspots circulate for three weeks and may be renewed one time if there are no pending requests for the device. 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 the device 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.

Overdue fines are \$1.00 per day with a maximum fine of \$25.00. Device will not be checked in until all accessories are returned.

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

## Responsibility of Borrowers

Borrowers must pick up and return the Hotspot to the library from which it was borrowed. It must be returned to a staff member at the circulation desk during normal library hours. **Wi-Fi Hotspots may not be returned in the outside book return 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 \$75, power cord is \$10, and the case is \$15.

**Agreement: I have read and agree to the above policy.**

**Patron Name (print):** \_\_\_\_\_ **Library Card #** \_\_\_\_\_

**Patron Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Hot Spot #:** \_\_\_\_\_ **bar code:** \_\_\_\_\_ **Date due:** \_\_\_\_\_ **Staff init:** \_\_\_\_\_

*Adopted at a regular and open meeting of the Board of Directors of Spring Township Library on November 12, 2020.*

*Approved with revisions at a regular and open meeting of the Board of Directors of Spring Township Library Association on February 11, 2021.*

*Revised 01/12/2022. Reviewed 07/11/2024, 11/13/2025.*