

Library of Things

Borrowing and Use Policy

Objects lent out by the Library through its Library of Things program must be checked out from and returned to the Main Desk of the Peter White Public Library in Marquette, MI.

In order to borrow from the Library of Things collection the following criteria must be met:

- A valid PWPL library card. Cards which have been suspended due to fines must be paid off prior to checking out from the library of things collection. (CIRC – 3 Collection Use Policy)
- Basic Access, Outreach, Institutional, and/or any Courtesy cards are not permitted to borrow from the Library of Things.

Specialty Items

Specialty items include items such as: Framed Art; Telescope & accessories, Polaroid cameras, musical instruments.

- Specialty items can have a replacement cost of over \$200.
- Borrowers of specialty items must be 18 years old or older and have a valid PWPL card.
- Borrowers must sign a copy of the Library of Things Lending Agreement for all specialty items.

Loan Periods and Fines

In most cases, a Thing may be borrowed for 2 week intervals and renewed up to 2 times unless another borrower is waiting. The overdue fine is \$1 per day to a maximum fine of \$5. There may be some items with a shorter or longer borrowing periods.

Proper Use and Liability

- Use care when handling the Thing. The borrower is solely responsible for the Thing and will be billed for reasonable repair or replacement costs associated with damage or loss of Things and/or peripherals due to neglect or abuse. The Library has sole discretion in making these decisions.
- A list of replacement costs of Things is maintained by the Library and is available upon request. A list of replacement costs will also be provided in the case for each Thing.
- Peter White Public Library is not responsible for any injury, loss, or damage that may occur from use of a Thing.

The responsibility to protect against loss is the borrower's. Staff will inspect Things prior to borrowing and again upon return. Return the Thing with all parts and components in the original library container to the Main Desk of the Peter White Public Library. Patrons will be responsible for any damage to a Thing while in their possession.

Peter White Public Library Board of Trustees

Approved: May 21, 2019

Updated: 5/18/21

Library of Things Lending Agreement

By borrowing a Thing, I agree:

- To abide by the Peter White Library’s Library of Things lending guidelines.
- To pay an overdue fine as outlined if the Thing is returned late.
- To pay full repair and/or replacement costs should the Thing or components of the Thing be stolen, lost, not returned, or damaged.

I acknowledge that the library is not responsible for any injury, loss, or damage that may occur from use.

If borrowing a Specialty Item, sign below:

Signature: _____ Date: _____

Print name: _____

Patron Barcode Number: _____

Name of Specialty Item: _____

Estimated Replacement Cost of Item: _____
(see CIRC-3 Collection Use Policy or Item Record)

Staff initials: _____

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