

Laptop Loan Parental Consent Agreement

As the parent/legal guardian of _____, I give my permission for him/her to use a laptop at the Liberal Memorial Library. I have read the Liberal Memorial Library's Laptop Loan Policy, and understand the responsibilities of laptop use. By signing this, I accept financial responsibility for the computer and all its components (hardware and software). I will reimburse the library for any damages if the laptop or any software installed thereon is damaged, lost or stolen while checked out to my child. **The replacement cost for a laptop is \$700.**

It is my responsibility to provide the guidance to ensure my child's use of the library's laptop is both appropriate and safe. It is also my responsibility to share the library's laptop policies with my child clearly, covering these basic rules:

- The laptop is for in-facility use only and cannot be removed from the facility. **The laptop cannot be left unattended at anytime in the library.**
- None of the settings or configurations on the laptop can be altered and nothing can be saved to the hard drive of the laptop.
- The loan period for borrowing a laptop is 3 hours. After the initial loan period of 3 hours, you may renew your laptop at the circulation desk if no one is waiting. Laptops must be returned to library staff at least 15 minutes prior to library closing. They must be returned directly to a staff member at the circulation desk and the user must wait until it has been checked in.
- The library will not be held responsible for any damage or loss of data or media due to any cause while using a library computer.
- The laptop user is expected to abide by the Electronic Services Access Policy

By signing this document, I verify that I have read and understand the Laptop Loan agreement and the Laptop Loan Policy of the Liberal Memorial Library.

Name _____ Library Card # _____
Please print

Child's Name _____ Child's Library Card # _____ Age _____
Please print

Signature of legal guardian _____ Date _____