

LIBRARY LAPTOP POLICY

1. Library Laptops are available to patrons within the Library only.
2. Laptops may be used until the battery runs out. One checkout per day is permitted.
3. Holders of valid library cards who are 16 or older are eligible to check out Library Laptops, or adults with a valid driver's license who fill out the laptop form.
4. Library Laptops must be used at designated tables within the Library.
5. All Library Internet rules and policies regarding Internet and computer use apply to laptop use as well as PC use.
6. Laptops must be returned at least fifteen minutes before closing and will not be checked out less than one half hour before closing.
7. The Library can provide only minimal computer or software assistance.
8. Patrons should be aware that anything saved to the laptop hard drive will be erased as soon as the laptop is turned off; save files to a portable drive. The library does not provide portable drives.
9. The patron to whom the laptop is checked out is responsible if the laptop is lost, stolen or damaged. The cost for the laptop and mouse is in the database entry. Please report non-working laptops immediately.
10. Laptop users must abide by all other Library rules and policies.