



## Library of Things Loan Agreement

By checking out any of the Library of Things items and signing below, I am:

- Assuming responsibility for any damage, loss or theft while it is checked out to me.
- Assuming responsibility for any injury or accidents to the user while operating the item.
- Assuming responsibility for up to the entire replacement cost (listed below) of the item itself, any accessories, manuals, and packaging should it be damaged, lost, stolen or otherwise not returned to the Bedford Public Library.
- Acknowledging that I have reviewed and signed the attached waiver of liability.

All Library of Things items are checked out under the following conditions:

- I am a Bedford Public Library cardholder over the age of 18 with an account in good standing.
- I am borrowing the following Library of Things item(s) for two weeks with an option for up to three renewals (if no other patrons have requested the item; you must call the library to request a renewal).
- If the item is not returned on time, I understand that I may be billed for the entire replacement cost of the item. The library reserves the right to bill after 30 days if there are no hold requests and after 10 days if there are hold requests. This charge may be removed by the prompt return of the item(s); however, if the library purchases a replacement item the charge **will not** be removed, even if the item is returned.
- I acknowledge and agree Library of Things items may not be used for the commission of any crime or illegal act which is prohibited by applicable law.
- I acknowledge and agree that compliance with Bedford Public Library policies is my responsibility and a condition of this Agreement.
- I acknowledge and agree that compliance with all applicable manufacturer's recommendations, warnings, instructions, and terms of use for any Library of Things item loaned to me is my responsibility and a condition of this Agreement.
- I acknowledge and agree the Town of Bedford, NH and its officials, agents, employees, and volunteers are not
- responsible for any damage or loss arising from Library of Things items.

Please remember:

- Do not return Library of Things items in the outdoor book drop—they must be returned inside at the circulation desk.
- If only part of an item/kit is damaged, lost or stolen, please speak to the Head of Circulation about the replacement cost for only the damaged or missing portion (if possible).
- Do not leave Library of Things items unattended while they are checked out to you.
- Use items only as directed in the included manuals.
- Always remain aware of your surroundings while using Library of Things items.
- If the item you are borrowing includes an SD card, you are responsible for transferring any photos or videos and clearing the SD card before returning the item.

Library of Things items and replacement costs are listed on Attachment A.

**My signature below indicates that I have read and agree to the terms of this loan agreement.**

\_\_\_\_\_  
Printed name

\_\_\_\_\_  
Phone or email

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Staff use only

\_\_\_\_\_  
**CHECK OUT** BPL Staff Member

\_\_\_\_\_  
Check Out Date

\_\_\_\_\_  
Due Date

\_\_\_\_\_  
**CHECK IN** BPL Staff Member

\_\_\_\_\_  
Return Date

Approved by the Board of Trustees, May 10, 2024