



The Colony Public Library
Mobile Hotspot Lending Policy & User Agreement

Adopted by The Colony Public Library Board 07/19

Revised 09/20; 07/22

Mobile Hotspot Lending Service: The Colony Public Library offers free internet access via mobile hotspots to the public as part of its mission to provide informational resources to the community.

I. Access

- A. Borrower must be a The Colony Public Library cardholder with an account in good standing.
- B. Borrower must be 17 years or older.
- C. Borrower must present a valid photo ID at the time of checkout.
- D. Upon first checkout, borrower must read and understand the Mobile Hotspot Lending Policy and sign the Mobile Hotspot User Agreement. Signed agreements will be kept on file with The Colony Public Library for one year.
- E. The Colony Public Library limits mobile hotspot checkouts and reserves to one (1) per household at any given time.

II. Lending

- A. Mobile hotspots check out for three (3) weeks and may be renewed twice, as long as there are no pending holds or requests for devices.
- B. Borrower must check out and return mobile hotspots in person at the Circulation Desk or via the Library's drive-up holds window.
- C. Library staff will verify all accessories are present at the time of check out and check in.
- D. Borrower is responsible for loss, damage, or theft of device and/or accessories and agrees to a non-refundable \$10.00 processing fee for any hotspot reported as lost/stolen to the carrier after six (6) months overdue.
- E. Borrower acknowledges that library staff will deactivate overdue mobile hotspots.

III. Responsibilities

- A. Borrower agrees that mobile hotspots are for domestic (i.e., not international) use only.
- B. Borrower agrees to keep mobile hotspots in a dry, temperature-controlled environment to prevent damage (i.e., do not leave in a hot car, leave in direct sunlight, submerge in water, etc.).
- C. Borrower accepts that mobile hotspots are shared devices that may experience slow speeds during network periods on units that have used 50 or more gigabytes of data.

- D. Borrower agrees to turn off or disconnect mobile hotspots when not actively using to help conserve data for other users.
- E. In accordance with the *Interlocal Cooperation Agreement for Library Services* between Denton County and The Colony Public Library, borrower accepts that The Colony Public Library mobile hotspots have in place technology protection measures (commonly referred to as “filters”).
- F. Borrower accepts responsibility for determining the suitability of content for themselves and/or minors.
- G. Borrower may be suspended from The Colony Public Library’s Mobile Hotspot Lending Service after three (3) combined instances of any of the following:
 1. Borrower returns device more than 35 days overdue
 2. Borrower returns device incomplete, damaged and/or broken
 3. Library staff reports device as lost/stolen to carrier after six (6) months overdue

Mobile Hotspot Lending User Agreement

I agree:

- To abide by The Colony Public Library’s Mobile Hotspot Lending Policy as stated above.
- To pay full fees associated with incorrect returns and/or restitution for loss, damage, or theft of device and/or accessories, including a non-refundable processing fee for devices reported as lost/stolen to carrier after six (6) months overdue.
- To comply with all federal, state, and local laws. Certain local, state, or federal legislation may govern or pertain to use of the internet or of digital resources. The Colony Public Library expressly disclaims any liability or responsibility in borrower non-compliance with such laws and legislation.
- To release and hold harmless the City of The Colony, its officers, agents, servants or employees, The Colony Public Library, its staff, volunteers, and representatives or advisors from any and all liability or responsibility for the viewing of, use of, or exposure to any information, picture, graphical representation, video, or illustration encountered or for any data loss, breach, or interception of any information that may be the result of malicious activity by another website user, website, or software on any device through the use of a mobile hotspot borrowed from The Colony Public Library.

Print Name

Signature

Date

Library Card Number

Photo ID Number