

City of Commerce Public Library Mobile Device Agreement

1. A valid Commerce Library card and valid picture/government issued ID (with current address) must both be presented to check out the mobile device and will be photocopied. If address on ID and account do not match you will be asked to validate your account again by bringing proof of address which will be valid for up to a year.
2. Mobile devices may only be checked out by adults (18 or over). Mobile devices may not be checked out 1/2 hour before closing. The library account must be active for a minimum of one (1) month and will be verified before checkout.
3. Users must sign this user agreement/contract prior to use of the mobile device which will be kept on file.
4. Borrowers are solely responsible for the mobile device and will be billed for reasonable repair or replacement costs of up to \$450 dollars for damaged, missing or lost mobile devices, \$10 per minor cosmetic damage and up to \$50 dollars for each lost peripherals such as case, lock or mouse. Devices that are returned dirty, in the bookdrop or uncared for may be charged fees upon discretion of staff member and laptop privileges may be revoked.
5. Mobile devices may be checked out for a maximum period of seven (7) days and may not be renewed. Nook Readers may be checked out for a period of twenty-one (21) days. Only one device may be checked out per user.
6. Devices may only be reserved ahead of time by telephone and held up to three hours.
7. Mobile devices will accrue overdue fines of \$10 per day overdue up to the maximum of 10 days (\$100) before they are considered lost or stolen and the patron will be billed the full cost of the item.
8. Mobile devices must be returned in person at the circulation desk at the library it was checked out from. The mobile device must be returned 30 minutes before closing. Upon return you may not checkout the same mobile device until the next day. You may check out a different device or a device at another library if available. Do not leave the devices in the bookdrop. Mobile devices that are not returned within 10 days are considered lost or stolen and will result in police being notified and a police report filed with the Sheriff's Department, a claim filed with the collection agency and computer/mobile device and library privileges will be revoked.
WARNING: Penal Code 490.5(a) provides that upon conviction for petty theft involving a book or other library materials taken from a library facility, a person shall be punished by a mandatory fine of not less than \$50 and not more than one \$1,000 for each such violation; and may also be punished by imprisonment in the county jail, not exceeding six months, or both such fine and imprisonment. Initial here: _____
9. Patrons may only check out one mobile device per card at a time and account must be in good standing (under \$10.00 in fines)
10. Mobile device use is also subject to the terms of the Public Access Computer Agreement and Rules of Conduct policies of the City of Commerce Public Library

FOR LIBRARY PATRON

I, _____ (customer name),
 certify that I have read and understand the attached City of Commerce Public Library Laptop Borrower Agreement and agree that I will be responsible to pay applicable processing and late fees if I do not return the laptop by the due date to the library it was checked out from as well as all repair and replacement costs if the laptop is lost, stolen, or damaged during my checkout period, or if Library Staff identifies any such damage during inspection upon my return of the laptop.

Borrower Signature: _____ Date: _____