

**Leonia Public Library**  
**Mobile Hotspot Lending Policy**  
**Lending Terms**

- Mobile Hotspot kits may be borrowed for 2 weeks at a time / 14 days.
- Holds are NOT available for Mobile Hotspot kits - they are available first come first serve.
- Mobile Hotspot kits are not renewable.
- Limit of ONE kit per patron.
- Kits are available ONLY to Leonia Public Library cardholders in good standing, which means a non-expired card with any fines under \$10. All kits must be returned in person at the Leonia Public Library.
- Overdue fines are \$.25 per day up to a maximum of \$5.00.
- The replacement cost for each kit is \$100.
- DO NOT RETURN KITS IN THE BOOK DROP. A \$1 fine will be assessed if a kit is returned through the book drop.
- DO NOT RETURN KITS TO OTHER LIBRARIES. A \$1 fine will be assessed if a kit is returned to another library.

**Borrower Responsibilities**

- Return the items packed as you receive them. Patrons will be charged the full replacement cost for the kit in the event that pieces are missing, the kit is damaged, lost, stolen, or otherwise not operational upon return.
- Return kits to the Circulation Department.
- Patrons should review kits before returning to ensure that all pieces, components and instructions are returned with the kit.
- Patrons should maintain possession of the Kit at all times or will store it in a secure location.
- Patrons will not leave the Kit unattended nor lend it to, or leave it in the care, of another person.
- Patrons are responsible any Kits that are damaged, lost or stolen while they are checked out to them. The Leonia Public Library will not accept replacement parts for any equipment.
- The Leonia Library is not responsible for any damages resulting of patron use of the kit, including, but not limited to damage to a computer or other device for which a patron may use the Kit to access the Internet, data loss, computer viruses, identity theft, invasion of privacy, or any other damages, which may result from access to and use of the Internet.
- Patrons will NOT use the Kit to engage in any unlawful activities, including but not limited to: disrupting other uses/services/equipment; engaging in any form of harassment; disseminating computer viruses, malware, or spyware; accessing child pornography; violating copyright laws; and/or attempting to gain unauthorized access or to make

unauthorized entries into computer(s) or other devices belonging to any other person or entity.

- Patrons will not tamper with the Kit (hardware or software), or attempt to open, repair or modify the Kit in any way.

Specifics of the Equipment:

1. Mobile Hotspot Kit Includes: 1 T-Mobile Alcatel LINKZONE 4G LTE Hotspot, 1 charging cable and AC adaptor, user's manual
2. Mobile Hotspot supports the following operating systems:
  - a. Windows (32 and 64 bit) 7/8/8.1/10
  - b. Mac OS X 10.6 to 10.11 with latest update
3. Mobile Hotspot allows users to connect up to fifteen (15) devices simultaneously
4. Circulation rules: 2 weeks with one renewal; \$100 replacement fee; \$.25/day late fee up to \$5.00 max.

NOTE: This is a loan program ONLY. The library staff is not available for instruction. Detailed instructions are provided in the kit box.

All patrons must sign a User Agreement Form when borrowing, which includes recognition of safety precautions. A parent or guardian must sign for patrons under the age of 18.

The Library Reserves the right to modify this policy at any time.

Approved by the Leonia Public Library Board of Trustees  
June 14, 2017