**Great Falls Public Library  
Laptop Borrower’s Agreement**

By my signature below, I acknowledge that I have read the Great Falls Public Library Laptop Checkout Policy and agree to all of the following statements for checking out a laptop computer.

I agree to accept full responsibility for the laptop and its peripherals while checked out to me.

* **I WILL NOT LEAVE THE LAPTOP UNATTENDED** (For example: using the restroom, talking with friends.)
* I will not tamper with the laptop hardware or software, or attempt to load software.
* I understand that any files I save on the laptop will be deleted automatically upon restart of the machine.
* I agree that the laptop is **only for use in the Library** for up to 2 hours or until 15 minutes before closing, whichever comes first.
* I will pay an overdue fine of **$10.00/hour, or portion thereof,** if I fail to return this laptop to the Library's Information Desk by the time it is due today.
* I accept full financial liability for the laptop while it is in my possession.
* I agree to pay all costs associated with damage to, loss of, or theft of the laptop or its accessories while it is checked out to me.
* I agree that the Library may use any appropriate means to collect the amount owed for fines, damage, loss, or theft. I am aware that library laptops run tracking software which tracks the location of the laptop and the person using it, in the event of theft.
* I acknowledge that unpaid fines will be applied to my library account and may be turned over to a collection agency.
* I agree to abide by the Library's Laptop Checkout policy and the Library’s Internet Use Agreement.
* I agree that failure to comply with any of these rules and guidelines will result in the loss of the privilege of borrowing a laptop and/or in the loss of desktop computer privileges.

I have read and agree with all of the responsibility and liability statements.

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_/\_\_\_\_\_\_\_/\_\_\_\_\_\_\_\_

Name (Printed) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Library Card Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Laptop Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Time Checked Out\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Time Due Back\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Staff Initials\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_