

EUREKA PUBLIC LIBRARY DISTRICT

HOTSPOT LENDING POLICY

A hotspot is a Wi-Fi unit you can use to connect a mobile-enabled device, such as a laptop, smartphone or tablet to the Internet. The hotspots are portable. EPLD uses the T-Mobile network. The hotspots have unlimited data, but can only be used in the continental United States. Eureka PLD makes hotspots available to Eureka PLD card holders to assist in research, networking, and recreation, as well as to use for documentation or presentation needs. Hotspots are provided according to availability.

The following rules apply:

1. EPLD lends hotspot devices to EPLD cardholders 18 years of age or older with library cards in good standing (i.e. library card is not blocked due to unpaid fines or lost materials) and who have held an EPLD Library card for at least 30 days and have a working phone number.
2. A hotspot agreement form must be completed.
3. Hotspot checkouts are limited to one per household.
4. The loan period is 7 days with no renewals.
6. Fines for unreturned hotspots are \$5 per day, up to the replacement cost of the unit, \$85. If the hotspot is past due, the service will be cut off and the user's privileges will be suspended. EPLD does use a collection service to collect for items not returned to the library.
7. The library is not responsible for any liability, damages or expenses resulting from use or misuse of the device, connection to other electronic devices or data loss resulting from use of device.
8. The borrower assumes full responsibility for the cost of repair or replacement in the event the hotspot is lost, stolen, or damaged. EPLD staff will assess the technological issues and charge the borrower accordingly. Missing parts will result in the following charges:

Hotspot:	\$85
USB cable	\$15
Adapter	\$15
Case	\$15
Manual	\$5

If the hotspot is not returned, the wireless service will be discontinued and the device is unusable.

9. EPLD is not responsible for information accessed using this device or for personal information that is shared over the Internet. Hotspot users are encouraged to follow safe Internet practices.

10. The following behaviors can result in the suspension of hotspot privileges and/or criminal prosecution:

- a. Viewing, displaying, or disseminating materials that are judged in accordance with current legal definitions of being obscene.
- b. Use of the Internet in any way which violates federal, state, or municipal laws.
- c. Failure to return devices in a timely manner.

A copy of the EPLD Internet Policy is available upon request.

12. Three (3) late returns for any device checkout within six months will result in being banned for at least six months from borrowing all hotspot devices.

Approved by the EPLD Board of Trustees January 27, 2020

Board review, no changes 2/22/21

Revised and approved by the EPLD Board of Trustees, February 28, 2022

Revised and approved by the EPLD Board of Trustees, March 28, 2022

Revised and approved by the EPLD Board of Trustees, February 27, 2023

Revised and approved by the EPLD Board of Trustees, February 26, 2024

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HOTSPOT PATRON AGREEMENT FORM

By signing this form, you are stating that you are responsible for returning all items associated with the hotspot. If any of the items are not returned, you are responsible for replacement costs.

Check-out policy:

- EPLD cardholders 18 years of age or older
- The check-out period is 7 days.
- No holds can be placed on hotspots.
- Only 1 hotspot per household address.
- Hotspots must be kept in a temperature-controlled environment- they cannot be left in vehicles during extreme temperatures.
- If the hotspot is overdue, the service will be cut off. Fines for unreturned hotspots are \$5/day. The user's library card will be blocked until the hotspot is returned and overdue fines are paid.
- 3 late returns for hotspot checkouts within six months will result in being banned for at least six months from borrowing hotspot devices.
- Any use of the device for illegal purposes, unauthorized copying of copyright-protected material in any format, or the transmission of threatening, harassing, defamatory, or obscene materials is strictly prohibited.
- If any part of the hotspot is lost or returned unusable, the user must pay the replacement cost of the item.

Replacement costs:

*Hotspot	\$85	*Case	\$15
*USB cable	\$15	*Manual	\$5
*Adapter	\$15		

I understand and agree to the rules of use. By signing this agreement, I accept Eureka Public Library District's Hotspot Lending Policy and am stating that I am responsible to return this equipment to Eureka Public Library in good working condition, free from damage.

Signature _____ Date _____

Phone number _____