

## **M.G. Parker Memorial Library Policy on Borrowing e-Readers**

In accordance with the Library's 2012-2017 Long Range Plan to "streamline the process and improve the "customer experience" with technology, the M.G. Parker offers a variety of e-Readers for check out. Patrons may purchase their own titles for these e-Readers (which will then become the property of the Library) or download and borrow free e-Books from the Library's collection.

Kindle and Nook e-Readers may be circulated only to Dracut Library cardholders. They will not be sent through delivery to another library, even for Dracut residents.

Patrons must be 18 years of age or older in order to borrow e-Readers. A current photo ID must be shown at the time of checkout. Dracut Library's usual checkout restrictions apply

Patrons are responsible for damage, loss, or theft of the e-Reader and any accessories while it is checked out to them.

Patrons will be responsible for the entire replacement cost of the e-Reader (\$190.00) as well as a \$10.00 processing fee for a total of \$200.00.

Patrons should not leave the e-Reader unattended when it is checked out to them.

The e-Reader must be returned promptly when due. It may not be renewed.

E-Readers must not be returned in the book drop. They must be handed to a librarian at the second floor Reference Desk to be checked in upon return.

Upon return, the patron will need to power up the e-Reader to verify that it is in working order.

Anyone wishing to check out an e-Reader will need to fill out a *Borrowing Agreement*.

Adopted by the Board of Trustees on this 12<sup>th</sup> day of March, 2014