



Hotspot Lending Policy

Effective Date: 08/27/14

Revised: 03/25/2026

Purpose

The Library makes hotspots available to library card holders to assist in research, networking, recreational use, and document or presentation production needs. Hotspots are provided according to availability.

Home Use

The following rules and regulations apply:

1. Hotspots may be borrowed by resident library card holders ages 18 and up in good standing (i.e. users with fines of \$20.00 and over are blocked). First-time borrowers must show a photo ID (driver's license or state ID).
2. The loan period is seven days.
3. Hotspots may ~~only~~ be renewed in person at the Library's Check Out Desk or by phone. Staff members have discretion over the number of renewals and renewal methods.
4. Hotspots must be returned in person. Borrowers are advised to wait until the hotspot is checked in by a staff member on duty at the Check Out Desk.
5. Fines for unreturned hotspots are \$15.00 per day, not counting days the Library is closed. An "on-time" return is defined as a hotspot that is returned prior to closing on the seventh day of check out. Users who have on three separate occasions returned the hotspots late will lose hotspot borrowing privileges for a period of six months.
6. The user assumes full responsibility for the cost of repair or replacement in the event that the hotspot is lost, stolen, or damaged. The Library's IT Department will assess technological issues and charge the user accordingly.



Hotspot Lending Agreement

I have read and understand the Linda Sokol Francis Brookfield Library Hotspot Lending Policy and agree to adhere to the terms and conditions contained therein.

Print Name (First & Last)

Library Card Number

Additional Identification Provided

Address

City

Zip Code

Telephone

E-mail Address

User Signature

Staff Signature