

Cranbury Public Library

iPAD and CHROMEBOOK LENDING POLICY

Availability

There is currently one iPad (2nd Generation) and one iPad Mini available and five Chromebook laptops available for checkout by Cranbury Public Library card holders.

Eligibility

- The borrower must have a current Cranbury Public Library card with no outstanding fines.
- The borrower must be 11 years of age or older.
- Only one iPad or Chromebook per person can be checked out at a time. Under no circumstances will a user be allowed to check out an iPad or Chromebook for another person.

Loan Period

The iPads and Chromebook are loaned on a first-come, first-serve basis.

The loan period is four hours, in-library use only. The iPad or Chromebook must be checked back in a minimum of 15 minutes before the library closes.

Regulations of Use

The borrower is responsible for the iPad and Chromebook from the time of acceptance until which time the library staff records and clears its return.

Each Chromebook is checked out with headphones, power cord, and laptop sleeve which must be returned at the same time as the Chromebook. If the borrower requests it, a mouse may also be checked out.

All equipment must be returned in the same condition as when it was borrowed. Users may not add or remove apps, download any programs, or change the configuration of the iPad or Chromebook in any way.

Borrowers are required to report any problems experienced with the iPad or Chromebook during their borrowing period. The working condition of the iPad or Chromebook will be assessed before checkout and upon its return.

Borrowers are responsible for damage to an iPad or Chromebook. Repair cost for a damaged iPad can range up to \$65 plus a processing fee, depending on severity. Repair cost for a damaged Chromebook can range up to \$150 plus a processing fee.

The replacement cost for a lost or stolen iPad or Chromebook is \$500.

If the borrower modifies the iPad operating system (*i.e.* jailbreaks the iPad) it voids the warranty and he/she will be charged the replacement cost of the iPad.

Prior to check-in the borrower must sign out of any Google account they have signed into while using on the Chromebook. This is a security measure to protect the borrower.

The Cranbury Public Library reserves the right to refuse service to anyone who abuses the equipment or is repeatedly late in returning the iPad or Chromebook.