

**Guidelines for Borrowing**

- Library of Things items are checked out at the Main Library Lobby Service Desk.
- Library of Things items are returned to a staff member at the Main Library Lobby Service Desk. Items may not be returned at either Dole Branch Library or Maze Branch Library, in any book drops, through the automated materials handling machine, or library lockers.
- A valid Oak Park Public Library card in good standing is required at time of check out to borrow an item.
- Borrowers must be 18 years or older.
- Library of Things items may be borrowed for 3 weeks with no renewals.
- Patrons can borrow and place holds on up to 3 Library of Things items at a time.
- Library staff will inspect items prior to borrowing and again upon return. Items should be returned in the same condition as when borrowed.

**Guidelines for Use**

I understand and agree these are my responsibilities as a borrower of Library of Things items:

- Items borrowed from the Oak Park Public Library remain the library's property at all times. The library may request that I return the item at any time. I understand that I am fully responsible for the borrowed items/objects. If items/objects are lost, stolen, or damaged, I will notify the library as soon as possible. I agree to return the items/objects with all included accessories to the library in the same good working condition as it was when checked out.
- The borrower is solely responsible for the item and will be billed for reasonable repair or replacement costs associated with damage or loss of items and/or peripherals. The library has sole discretion in making these decisions. A list of replacement costs of items is maintained by the library and is available upon request.
- The borrower agrees to accept full financial liability for the items and accessories while they are checked out to them.
- The borrower agrees that failure to comply with any of these rules and guidelines may result in the loss of borrowing privileges.
- Violations may result in loss of access to the Library of Things collection.

**I have read the above guidelines and my signature below indicates my agreement with the above statements.**

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**Waiver**

In consideration of being permitted to borrow Library of Things items, I hereby voluntarily waive, release, and discharge and covenant not to sue the Oak Park Public Library, its respective successor, assigns, officers, agents, employees, and volunteer (hereafter referred to as "Releasees") from any and all claims, actions or demands of any kind, nature and description including claims or actions for damages for death, personal injury, or property damage and from any and all liabilities, damage, injuries, action or causes of action either at law or in equity, whether caused by any defect in the Library of Things item, negligent act or omission of the Releasees, or otherwise arising out of or in any way related to or connected with my borrowing of the item.

**I have read the above waiver and my signature below indicates my agreement.**

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

**STAFF USE ONLY**

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_