

## Projector Lending Policy

### Availability

An SVGA projector is available to Lehigh-Carbon Library Cooperative cardholders for checkout. It's perfect for setting up in your living room on a blank wall or in the backyard against the side of your house for a community movie night. This projector circulates with a VGA to VGA monitor cable and Quick Start Guide. The library is working to add other connection cables for the SVGA projector to the collection. We appreciate your patience.

### Eligibility

- The borrower must have a current Lehigh-Carbon Library Cooperative card with no outstanding charges or items.
- The borrower must be 18 years of age or older.
- The borrower must have read and agreed to the DLP Projector Lending Policy in its entirety.
- The borrower must use their own library card at the time of checkout and present current ID.

### Loan Duration

- 2 weeks
- May be renewed if the projector is not on hold for another patron.
- Holds can be placed, but no specific date can be guaranteed.

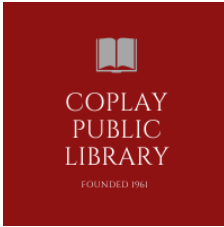
### Replacement Costs

Unreturned/Damaged* Projector	\$299.99
Missing/Damaged Power Cable	\$20.00
Missing/Damaged VGA Monitor Cable or Other Cable	\$10.00
Missing/Damaged Case	\$30.00

\*Damage resulting in the loss of functionality of the projector.

### Regulations of Use

- The borrower is responsible for the Projector from the time of acceptance until which time the staff clears and records its return.
- The Projector must be returned directly to staff at the Coplay Public Library desk during normal business hours. **Do not return to another library or to the book drop.**
- The fine for returning the Projector to another library or to the book drop is \$40.00.
- The Projector and all its parts must be returned in the same condition as when it was borrowed.
- The working condition of the Projector will be assessed before checkout and upon its return.
- Borrowers are responsible for damage to the Projector and any of its parts.
- A patron will need to complete a DLP Projector Borrowing Agreement acknowledging financial responsibility for damaged or lost equipment.
- Overdue fines are \$1.00 per day.
- If the Projector is not returned within two weeks of the due date, the patron will receive a bill for the device and/or parts according to the replacement costs listed above.
- Borrowers are reminded that they may not conduct illegal activities when using this device or engage in any "unacceptable use."
- The Coplay Public Library reserves the right to refuse service to anyone who abuses the equipment or is repeatedly late in returning the Projector.



### DLP Projector Borrowing Agreement

- I agree to accept full responsibility for the Projector and its accessories while it is checked out to me. I acknowledge that the Projector is to be used only by me, since I am accepting responsibility for it.
- I have read the Projector Lending Policy and agree to abide by the conditions of use when checking out the Projector.
- I will not tamper with the Projector or any accessories.
- I will not attempt to attach any equipment not designed for use with the Projector.
- I will return the Projector to staff at the Coplay Public Library desk by the due date.
- I acknowledge that failure to return the Projector checked out to me from the Coplay Public Library within two weeks of the due date constitutes theft, over which the library may pursue prosecution of me.
- I accept full financial liability for the Projector while it is in my possession.
- I agree to pay all costs associated with the damage to, tampering with, or theft of the Projector while it is checked out to me.
- I acknowledge and agree to abide by the library's Internet Usage Policy.
- I further acknowledge and agree that failure to abide by the library's Projector Lending Policy may result in the library's refusal to permit me from borrowing the Projector in the future.

\_\_\_\_\_

Print Name

Signature

Date

\_\_\_\_\_

Library Card Number

Driver's License/ID Number

Attach copy of ID

#### Staff Use Return

Date	Projector Working		All Accessories Accounted For		Staff Initials
	YES	NO	YES	NO	