

Kewaskum Public Library  
Library of Things Policy

Kewaskum Public Library offers a Library of Things which is a collection of circulating non-traditional items. Items in the Library of Things Collection include physical items, Hot Spots and Adventure Passes. Each of these types may have different rules.

Borrowers who check out Library of Things material will be issued the Library of Things Policy. A signed copy of the Lending Agreement will be kept on file and noted in their library record.

The following rules apply to **ALL** our Library of Things:

- Borrowers must have a valid library card from the Monarch Library System.
- Library of Things material must be checked out from and returned to the circulation desk at Kewaskum Public Library.
- Library of Things material cannot be held, reserved or transferred to or from another library in the system.
- Library of Things material cannot be renewed.
- Use care when handling a Library of Things item. The borrower is solely responsible for the material and will be billed for reasonable repair or replacement costs associated with the damage or loss of the material and/or peripherals due to neglect or abuse.
- Replacement costs of the Library of Things materials are maintained by the library and are available upon request.
- Kewaskum Public Library is not responsible for any injury, loss, or damage that may occur from the use of a Library of Things item.
- The responsibility to protect against loss is the borrowers.
- Staff will inspect the item for contents and condition prior to checkout and again upon return.
- The patron hereby releases, absolves, and agrees to hold harmless Kewaskum Public Library and the Village of Kewaskum from any claims arising from injury to other guests or self in using a Library of Things item or pass.

The following rules apply to our Library of Things physical items:

- Library of Things physical items circulate for 7 days.
- Overdue fines are \$0.10 a day.
- If not returned within 2 weeks, the patron may be billed the replacement cost of the item.
- For baking or kitchen items, they must be returned clean and dry, or the borrower may be charged \$5.

The following rules apply to our Hot Spots:

- The borrower must be at least 18 years of age to check out a Hot Spot.
- There is a 72 hour wait period per household to check out a Hot Spot once returned.
- Hot Spots circulate for 7 days.
- Overdue fines are \$10.00 a day. If the Hot Spot is not returned by its due date, it will be deactivated the next day. If not returned within one week, the Hot Spot will be marked lost, and the patron will be charged the replacement cost of the Hot Spot, case, and power cord.

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The following rules apply to our Adventure Passes:

- The borrower must be at least 18 years of age to check out an adventure pass.
- Adventure passes circulate for 3 days.
- Overdue fines are \$10.00 a day. The pass will be marked lost if not returned within one week, the pass will be inactivated, and the patron will be charged the replacement cost of the pass.
- A household may borrow only one adventure pass at a time.
- It is the borrower's responsibility to contact the venue for information, hours of operation, parking and/or directions. The venue reserves the right to determine the rules, regulations and restrictions governing the use of its passes.
- The library reserves the right to limit the use of passes for individuals or families in the case of abuse as determined by the director, which may be appealed in writing to the Library Board.

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By borrowing an item from our Library of Things Collection, I agree to the following:

- I have received, read and will abide by the Library of Things Policy.
- I will pay full repair and/or replacement costs should materials checked out be stolen, lost, not returned, or damaged.
- I hereby release, absolve, and agree to hold harmless Kewaskum Public Library and the Village of Kewaskum from any claims arising from injury to other guests or self in using a Library of Things item or pass.

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

Print name: \_\_\_\_\_

Staff Initials: \_\_\_\_\_