

Hawkins Memorial Library

Tablet Loan Policy

Tablets may only be checked out by registered borrowers.

Borrowers agree that tablet loans are for in-facility use only, and cannot be removed from the facility. Removal of the tablet from the library will be viewed as theft and may result in prosecution.

It is understood that by borrowing a tablet from Hawkins Memorial Library the borrower is responsible for the tablet, software, and all accessories/peripherals. Borrowers will reimburse the library for any damages, up to and including replacement cost, if the tablet, peripherals/accessories or any software installed thereon is damaged, lost or stolen while checked out to them.

The borrower agrees to alert library staff immediately if the tablet or any of its components are damaged, missing or malfunctioning.

It is understood that the loan period for borrowing a tablet is 3 hours. Renewal may be allowed if possible. It is also understood that tablets must be returned to library staff at least 15 minutes prior to library closing, even if this does not allow use for the entire loan period.

The borrower understands that when the loan period has elapsed the tablet must be returned to a staff member at the circulation desk. Until the tablet has been placed in the hands of a library staff member and checked in, it remains the user's responsibility. Failure to return a tablet properly may result in a revocation of tablet privileges.

The Hawkins Memorial Library is not responsible for any damage or loss of user's data or media due to any cause while using a library tablet. Users should delete their documents, data, etc. from a library tablet. Any document, data, etc. left by a user on a library tablet will be purged and will not be recoverable. Users wishing to save their documents or data must bring a USB stick or similar device to do so.

Borrowers understand that library wireless connections are not secure, and borrowers will take appropriate precautions with personal information such as Social Security numbers, credit card numbers, etc. while using library computers.

Borrowers agree to abide by Hawkins Memorial Library's Computer and Internet Use Policy.

Adopted by the Board of Trustees 3/9/2020
Reviewed and approved 11/14/2022