## Kindle Circulation Policy Draft 4/29/2014

The Nichols Memorial Library circulates a Kindle eReader for patron use. Note: A Kindle in this document refers to a Kindle package that includes a Kindle reader, a power adapter, a USB cable and a carrying case.

The Kindles will be treated similar to print books with some differences:

The Kindle may be borrowed by any library card holders in good standing, 18 years old or older. Users must sign a borrowing agreement prior to use. Parents or a guardian most sign the borrowing agreement for underage borrowers.

Staff is responsible for seeing that the Kindle is charged, inspected and ready for use.

The Kindle circulates for one two weeks loan period. It may not be renewed. There is a \$2 fine for each day the Kindle is overdue.

The Kindle contains a variety of contemporary and classic material. New titles are added every quarter.

Use of the Kindle is restricted to the content installed. Downloading additional content, software or apps is not permitted. Do not use your personal Amazon account with the library Kindle.

Staff can download NH/Overdrive books on the device for patrons with 24-hour notice; borrowers are not authorized to initiate their own downloads.

Borrowers are strongly discouraged from using the device's wifi link for personal apps, email or social networking.

Handle the device carefully. Do not remove the device from its cover. Keep it safe from water or being dropped. Please do not let anyone else borrow the Kindle or allow young children to use the device unattended.

The Kindle and accompanying materials (power adapter etc) must be handed back to library staff at the circulation desk; do not return the Kindle in the book drop.

Borrowers are responsible for damage, loss, or theft of the Kindle while it is checked out to you. In the event of loss, damage or theft, the borrower will responsible for the replacement cost of the Kindle (\$150 for the e-Reader, \$30 for the cover, and \$20 for the cord, for a total of \$200).