

## St. Martin Parish Library

### Mobile WiFi Hotspot Lending Policy

A “hotspot” consists of the mobile wireless hotspot device itself, as well as its charger and case. When a patron borrows a mobile hotspot, the patron’s use of the equipment is subject to this policy, as well as the Library’s *Electronic Resources Policy*.

To borrow a hotspot, patrons must be 18 years of age or older and have a St. Martin Parish Library card in good standing. The Library allows only one (1) hotspot check-out per user/family unit at any one time. During checkout, the patron must present a state-issued Driver’s License/ID and sign the Library’s Hotspot User Agreement. Library staff will confirm, in the presence of the borrowing patron, that all items are present in the hotspot kit. The loan period for the hotspot is 7 days with no renewals.

The Library will accept holds on the hotspot. Patrons will be notified by phone only when their hold is ready for pick-up. Patrons will have 48 hours from the time of this notification call to check out the hotspot, after such time it will be released to another patron.

If a hotspot is overdue, the service will be deactivated and the user account will be blocked. Overdue fines will accrue at \$1.00 per day up to the maximum current replacement cost of the hotspot and components in the kit. The borrowing patron will be responsible for lost or damaged hotspots and components. Current replacement costs are listed on the Hotspot User Agreement, which must be signed at time of checkout.

Patrons are not permitted to return the hotspot to the Library’s book drop. Hotspots must be returned at the same location from which it was checked out and returned directly to a Library staff member. Staff will verify that all components of the hotspot are accounted for before completing the check-in process.

By borrowing a Library’s hotspot, the user agrees to hold the Library and its agents harmless from any and all claims, losses, damages, obligations, or liabilities, directly or indirectly, relating to the use of the Library’s hotspot and internet access provided by the Library. Parents/guardians are responsible for the use of the Hotspot by minors. Internet service relies on cell tower technology and coverage. User experience can vary based on location. A hotspot can provide internet access for up to 10 devices.

Hotspots must be kept in a temperature-controlled environment; extreme heat can damage the unit. Signals from hotspots can interfere with medical equipment. Patrons should exercise caution when operating hotspots. If there are any concerns, the equipment should be powered off and users should consult with appropriate medical professionals.

Unlawful use of the internet or use that violates the Library’s *Electronic Resources Policy* is prohibited and may result in the loss of privileges.

Adopted September 2021