

## Kennebunk Free Library e-Reader Borrowing Agreement

- By checking out an e-Reader (Nook or Kindle) the borrower is assuming responsibility for any damage, loss, or theft of the device while it is checked out to you.
- The borrower must be a minimum of 18 years old with a library card in good standing (i.e. library account is not blocked due to unpaid fees or lost materials of greater than \$5.00).
- Use of the e-Reader is restricted to the content installed. Do not register the device with a personal credit card to purchase items or download any additional content.
- Check out is limited to one e-Reader per household at any given time.
- Circulation period is two weeks (fourteen days) with no renewal permitted.
- Once an e-Reader is checked out, the device becomes the responsibility of the borrower.
- The borrower is responsible for the replacement cost of the e-Reader, its protective cover, USB cord, charger plug, and carrying case (\$200.00) as well as packaging and processing fee (\$50.00) for a total of \$250.00.
- The e-Reader must be returned inside the library directly to a staff member. The device may not be left on the circulation desk or returned in the outdoor or building drop boxes. A minimum fee of \$25.00 will be charged for unnecessary risk to the device if the e-Reader is returned to a drop box.
- Late return fee is \$1.00 per day.

**Borrower's Signature:** \_\_\_\_\_ **Checkout Date:** \_\_\_\_\_

Staff Use Only:

Check out:	Date/ initial
Carrying case is in good condition	
USB cord & plug are included	
Protective cover is in good condition	
Reader is functional - No damage	
Reader settings are correct	
Reader is charged	
Quick Start Guide is included	

Check in*:	Date/ initial
Device returned to staff member	
Carrying case is in good condition	
USB cord & plug are included	
Protective cover is in good condition	
Reader is functional - No damage	
Reader settings are correct	
Reader is charged	

Last name, first name

**\*If e-Reader is returned properly and in good condition, please shred this Agreement.  
If not, please give to KFL Director.**