

## Public Library of New London

### Library of Things (LoT) Lending Policy and Borrowing Agreement

Library of Things items are limited to one item per household

The Library of Things is a collection of items that complement the Public Library of New London's print and electronic media resources in order to fulfill its mission to provide free access to a diversity of ideas and information through a variety of library materials, services, and experiences.

#### Borrower's Agreement

1. Patrons must be 18 years or over to borrow items from the Public Library of New London's *Library of Things* (LoT) collection. Patrons must sign this "Borrowing Agreement" prior to checking out items from the LoT.
2. Items borrowed from the LoT must be checked out and returned to the circulation desk at the Public Library of New London. Items **may not** be returned to the book drop or to another library.
3. At the time of checkout, Patron must present a valid Connecticut public library card with an up-to-date address and contact information. Patron must not owe money for lost materials. Staff reserve the right to request a photo identification.
4. All items circulate for 1 week, up to two times per month. After returning an item, a patron must wait 24 hours before checking out; items are not renewable. If returned late, a fine of \$10 a day will be assessed onto your account.
5. Patron is solely responsible for items checked out for the Library of Things. As with any library item, use with care, and in accordance with all applicable instructions. Patron agrees that if any borrowed item becomes unsafe or in a state of disrepair, they will immediately discontinue its use and report any damage to the Library immediately. Patrons should not attempt to modify or alter the item.
6. All items must be returned with all parts and components, including instructions, in the same (or better) condition as when borrowed. All items must be returned **clean**.
7. The Public Library of New London is not responsible for any injury, loss of data, or damage that may occur when using an item from the Library of Things collection.
8. The replacement cost of the item is noted on the contents list included with each item. ***The borrower agrees to pay for the loss, damage, or theft of items and to pay a fee for items returned in soiled condition. This amount could equal the full replacement cost of the item.***
9. ***If an item is more than 30 days overdue, it is considered lost or converted to your own use and you will be billed the replacement cost. If a billed item is returned in good condition before a replacement is purchased, the bill will be removed from your record.***
10. The Library reserves the right to refuse the loan of any item at its discretion.

Approved by the Library Board of Trustees on February 18, 2025