



# VESTAL PUBLIC LIBRARY

## Playaway Launchpad Lending Policy

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### **Eligible Borrowers**

To borrow a Playaway Launchpad, you must:

- Have a valid Four County Library Card.
- Be 18 years or older with a current photo ID that verifies the address we have on record. The child's guardian must be present to sign the policy form in order to check out Launchpad.
- Be in good standing with the library; no fines, no overdue items.

### **Checkout**

- Launchpads are on loan for 1 week (7 days).
- Launchpads cannot be renewed, nor can they be reserved. They are not available for interlibrary loan.
- Borrowers may only borrow one Launchpad at a time per family.
- Launchpads are to be checked out at the Youth Services desk. Library staff will ensure all items (Launchpad tablet, protective bumper cover, and charging cord) are in the case before checking the item out.

### **Return**

***Playaway Launchpads must be returned to the Youth Services Desk at Vestal Public Library.***

- There will be a \$5.00 fee for returns to a book return drop box, in addition to the replacement cost for any damage incurred.
- There will be a \$5.00 fee for returns to another library that are sent through interlibrary transit, in addition to the replacement cost for any damage incurred.
- There is a \$1.00 per day late fee for unreturned Launchpads.
- Borrowers are responsible for the safekeeping and return of these items to the library in good working order and assume liability for the equipment while it is in their care. Borrower is responsible for damaged and/or missing pieces of the borrowed items.
- The library is not responsible for personal information left on the device.
- If a borrower discovers any pre-existing damage to Launchpads at checkout, the borrower should notify library staff immediately. Failure to notify the library of existing damage limits the borrower's ability to dispute charges for a damaged device or equipment upon return.
- The Playaway Launchpad package is not considered returned until all items associated with it, including (but not limited to) USB Cord, Tablet, protective bumper, and carrying case, have been returned to the library in good condition.  
**Note:** Launchpad will stay charged on the borrower's account until all parts are returned, late fees will apply.

**Replacement costs are as follows:**



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- Playaway Launchpad tablet with protective plastic bumper: Cost varies by Launchpad title; replacement cost can be looked up by title.
- USB Cord \$10.00
- Plastic carrying case \$16.00

If the Playaway Launchpad has not been returned within 15 days of the return date, the library will deem the item lost, and the borrower will be charged the entire amount on the borrower's account to replace the Playaway Launchpad, ***unless the item is returned***; late fees still apply.

Borrowers agree to abide by the library's policies and procedures. The library reserves the right to deny the use of Playaway Launchpads to any borrower who repeatedly loses Playaway Launchpads or returns equipment late.

Vestal Public Library reserves the right to update or change this policy as needed.

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