



VESTAL PUBLIC LIBRARY

Backpack Lending Policy

Eligible Borrowers

To borrow a Backpack, 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 the backpack.
- Be in good standing with the library; no fines, no overdue items.

Checkout

- Backpacks are on loan for 1 week (7 days).
- Backpacks cannot be renewed, nor can they be reserved. They are not available for interlibrary loan.
- Borrowers may only borrow one backpack at a time per family.
- Backpacks are to be checked out at both desks. Library staff will ensure all items are in the backpack before checking the item out.

Return

Backpacks must be returned inside the Vestal Public Library, not in a dropbox.

- 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 Backpacks.
- 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.
- If a borrower discovers any pre-existing damage to equipment 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.
- The Backpack is not considered returned until all items on the inventory list included in the backpack have been returned to the library in good condition.

Note: If any items are missing upon return, the library reserves the right to refuse acceptance of the equipment until all items are returned. This refusal does not waive any late fees.

Replacement costs are as follows:

- Backpack \$20.00



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- Inventory: Each Backpack has an Inventory list of components. Replacement charge will be based on the cost of the component.

If the backpack has not been returned within 15 days of the return date, the library will deem the item lost, and the borrower's account shall be charged for the entire amount to replace the Backpack. *The amount charged will be waived upon immediate return of the backpack in good condition.*

Borrowers agree to abide by the library's policies. The library reserves the right to deny the check out of backpacks to any borrower who repeatedly loses backpacks or returns equipment late.

VPL reserves the right to update or change this policy as needed.

Backpack Check Out

Back Pack Title: _____

Library Card Number: _____

Adult Patron Signature _____ Date: _____

Staff Signature: _____

Backpack Return

Adult Patron Signature: _____

Staff Signature: _____ Date: _____