

## ***LAUNCHPAD LENDING POLICY***

Playaway Launchpads are tablets for children that are preloaded with high quality, ad-free learning apps grouped by age and grade level.

Borrowers must present a valid library card in order to check out a Playaway Launchpad from Friday Memorial Library. Friday Memorial Library Playaway Launchpads are not available for transit to other libraries or for interlibrary loan.

Borrowers are responsible for the safe-keeping 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 lent items. Patron agrees to cover the cost of damage and/or replacement costs, as determined by the library and listed on the carrying case.

The library may not clear stored data from the Playaway Launchpad after it is returned and is not responsible for personal information left on the device.

The library does its best to provide clean, secure, and fully functional equipment, but is not responsible for charging the device or unforeseen hardware or software failure. Library staff will make every effort to document any existing damage, however if a borrower discovers any pre-existing damage to Launchpads checked out, the borrower should notify library staff as soon as possible. Failure to notify the library of existing damage limits the borrower's ability to dispute charges for a damaged device or equipment.

The lending period is seven (7) days. Playaway Launchpads can be renewed two (2) times. Friday Memorial Library Playaway Launchpads may not be returned to other libraries. Friday Memorial Library requests that Playaway Launchpads be returned inside the library and *not* to any book drop.

The Playaway Launchpad package is not considered returned until all items associated with it, including (but not limited to) AC adapter, USB cord, tablet, protective bumper, and carrying case, have been returned to the library in good condition. If any items are missing upon return, the library reserves the right to refuse acceptance of the equipment until all items are returned. Alternatively, if an item is returned at the library via book drop or other means, the Library may notify the patron that the item will be not be cleared from their account until all items are returned. These refusals/notifications do not waive any late fees.

There is a \$1.00 per day late fee per Playaway Launchpad with a maximum fine of \$5.00.

The library reserves the right to deny the use of Playaway Launchpads to any borrower who repeatedly loses Playaway Launchpads or returns equipment late.

Borrowers agree to abide by the library policy and procedures.