The Ste. Genevieve County Library (SGCLIB) has established a Wi-Fi hotspot lending program to provide patrons in our community with high-speed internet access. With this program, students can use the internet for help with homework and projects, employees can travel with reliable access to meetings and presentations, and patrons can have home access to the library’s digital resources such as our databases and Ebooks. Patrons will be able to take advantage of our Wi-Fi hotspot lending program with a SGCLIB Library Card.

The Library is not responsible for any liability, damages or expenses resulting from use or misuse of the device, connection of the device to other electronic devices, or data loss resulting from use of device. Any use of the device for illegal purposes, unauthorized copying of copyright-protected material in any format, or transmission of threatening, harassing, defamatory or obscene materials is STRICTLY PROHIBITED.

Wi-Fi hotspots may be borrowed by SGCLIB card holders ages 18 and above with library cards in good standing (i.e. library card is not blocked due to unpaid fines or lost material)

Checkout is limited to one per household at any given time and the library reserves the right to refuse service to patrons who abuse equipment or who are repeatedly late in returning electronic devices.

Wi-Fi hotspots are available at the Circulation Desk on a first-come, first served basis from the time the library opens until 1 hour before the library closes. They may not be reserved. In order to borrow a hotspot, the patron’s library card and government-issued photo ID must be presented to the Circulation Desk.

At the time of check-out, a patron must complete a Hotspot Electronic Device Agreement.

Once a hotspot is checked out to a patron, it becomes the responsibility of that patron per the Hotspot Electronic Device Agreement. Any changes in condition or content while in their care will be the patrons responsibility. Patron is responsible for damage, loss, or theft and should have a basic working knowledge of the device on checkout. If any technical problems are encountered. Patrons should return the device immediately to SGCLIB.

Hotspots may be borrowed for two weeks. They must be returned IN PERSON to the Circulation Desk and never to another library or in the book drop.

The overdue cost for the item is $5.00 per day up to the cost of the replacement of the item $100.00 (as of July 2020)

All components of the Hotspot must be present upon return for the library to consider the item checked in. Returned hotspots will not be immediately available due to the need for maintenance.
The following fines and fees apply

<table>
<thead>
<tr>
<th>Description</th>
<th>Fine/Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lost, Damaged, stolen hotspot. If stolen, borrower must submit a police report to the library</td>
<td>$100 replacement cost</td>
</tr>
<tr>
<td>Lost or damaged power cord</td>
<td>$15.00 replacement cost</td>
</tr>
<tr>
<td>Battery missing or damaged</td>
<td>$20.00 replacement cost</td>
</tr>
<tr>
<td>Storage Bag</td>
<td>$10.00 replacement cost</td>
</tr>
</tbody>
</table>

*If hotspot is not returned on time, service to the hotspot is suspended.*

Any returned device must remain in the library for 24 hours before a patron, or another patron living in the same household, may check it out again. If a hotspot is not returned, the borrower will be charged a $100 replacement cost. If devices are not returned in a timely manner, civil and criminal action will be taken. If the borrower fails to pay the replacement cost for a lost device, they will be banned from utilizing library services.

Three (3) late returns for any device checkout will result in being permanently banned from borrowing all devices.

Approved by the Ste. Genevieve County Library Board on 8/10/2020.