

## **Tom Green County Library Hotspot Checkout Policies**

A valid Tom Green County Library card, current and in good standing, is required to checkout a hotspot. A signed Hotspot Usage Agreement form must be on file for each patron who borrows a hotspot. A notation will be made in the patron's library card record to indicate that an agreement is on file.

Patrons must be at least 18 years of age to checkout a hotspot. Due to the cost and popularity of these items, a patron may checkout a hotspot only on their own library card, and they must be present at checkout. The loan period for hotspots is two (2) weeks; checkout is limited to one (1) hotspot per patron. No renewals will be granted.

Hotspots must be returned to a library staff member during business hours; they cannot be returned to an outside bookdrop.

### **Fines and fees associated with hotspots are as follows:**

- Late fees: \$2.00 per day
- Hotspot returned without bag: \$5.00
- Hotspot returned without charging cord: \$5.00
- Hotspot returned without charging plug: \$5.00
- Hotspot returned to outside bookdrop: \$5.00
- Replacement cost for lost or damaged hotspot: \$200.00

(Please note: if charging cord & plug are one piece, rather than two, the fee is \$10.00)

Failure on the patron's part to comply with the above policies, as well as the stipulations contained in the Hotspot Usage Agreement form which they signed, may result in the suspension of access to hotspots, and possibly Tom Green County Library System privileges.