

# Case Memorial Library

## Library of Things Policy

### Guidelines for Borrowing

- Items lent through the Case Memorial Library of Things (“Thing”/”Things”) are checked out from and returned to the Case Memorial Library Circulation Desk. **They may not be returned to the outside book drop.**
- Borrower must be a Connecticut Public Library card holder in good standing with a current (not expired) Case Memorial Library card in good standing, in order to borrow a Thing.
- A maximum of one (1) Thing may be checked out on one library card at a time. If the thing requires additional peripheral equipment to function, those items can also be checked out at the same time.
- Things are lent out as follows

Item	Loan Rules	Fine per day	Fine limit
Video Games	14 days; no renewals; no holds	\$ 1.00	\$ 5.00
Board Games	14 days; no renewals; no holds	\$ -	\$ -
Library of Things	7 days; no renewals; no holds	\$ 2.00	\$ 26.00 or Cost of Item whichever is less
Technology	7 days; no renewals; no holds	\$ 2.00	\$ 26.00 or Cost of Item whichever is less

- All questions regarding Library of Things should be directed to the Circulation desk.
- The borrower is solely responsible for the Thing. The borrower agrees not to transfer it to another person’s possession or use.
- Borrower must sign Library of Things Waiver & Indemnification on certain things as required by each item.

### Proper Care and Use

- Use care when handling. Follow the manufacturer’s instructions provided (where applicable).
- Return the Thing clean, with all parts/components and in working order.
- Report any damage or malfunctioning of the Thing and/or its components.

### Liability

- The borrower voluntarily borrows the Thing “as is” and must examine its condition before borrowing to confirm it is acceptable. The library makes no warranties, express or implied, as to its suitability, durability, fitness for a given use, condition or quality.
- The borrower should be experienced in using the Thing being borrowed and capable of using it safely, consistent with its design and purpose of the item.
- The borrower agrees to immediately discontinue use of any Thing that becomes unsafe to use or is in disrepair.

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Approved by the Library Commission November 21, 2024.  
Revised and approved May 22, 2025

- The library does not provide supervision or instruction on the use of Things. The borrower is exclusively responsible for determining the suitability of a Thing for the purpose intended and assumes any and all risks involved with using it. Risks may include physical injury to the borrower or others and/or property damage or loss.
- Costs for repair or replacement associated with damage or loss to the Thing or its components due to neglect or abuse are to be paid by the borrower.

### **Lending Agreement**

- I will abide by the Case Memorial Library of Things borrowing guidelines, as stated above.
- I will pay full repair or replacement costs if the Thing, or its components, are stolen, lost, not returned, or are damaged so as to render the item unusable.
- I acknowledge that failure to comply with any of these guidelines may result in suspension or revocation of my library borrowing privileges.
- **I acknowledge that items in the Library of Things returned late will incur a fee as stated above, or the full replacement cost of the item if it is not returned or is damaged.**

*In consideration of being permitted to borrow a Thing(s), I hereby voluntarily waive, release, and discharge and promise not to sue Case Memorial Library, its respective successors, assigns, officers, agents, employees and volunteers (hereafter referred to as "Releasees") from any and all claims, actions or demands of any kind, nature or description, including claims or actions for damages or death, personal injury or property damage, and from any and all liabilities, damage, injuries, action or causes of action either at law or in equity, whether caused by any defect in the Thing, negligent act or omission of the Releasees, or otherwise arising out of, or in any way related to or connected with my borrowing the Thing.*

***I have read and understand this entire document. My signature below indicates my agreement with the above statements. My signature applies to this and to any/all future loans, on my library card, of items from the Case Memorial Library's Library of Things.***

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Library Card Barcode #: \_\_\_\_\_

Date: \_\_\_\_\_