



## Internet Hotspot Lending Policy

Mobile Hotspots are available to Smithton Public Library District cardholders for checkout. These devices serve as a personal WiFi internet service, and allow patrons to go online without having to incur charges for doing so. Tablets, laptops, cell phone and similar electronic devices can be connected to a Hotspot and allow the user to surf the internet without having to use fee-based cellular data service. Users can connect up to 10 devices to one Hotspot. Each Hotspot comes with Sprint 4GLTE service coverage. Service is subject to signal strength in the area where the device is used.

In order to check out an Internet Hotspot, patrons must:

1. Be 18 years of age or older with a Smithton Public Library District card in good standing. Members of other libraries may not check out Hotspot devices at this time.
2. Use his/her own library card at the time of checkout, and present current ID.

In the Internet Hotspot kit, you will receive:

- The hotspot
- Carrying case
- Charging cable
- Instruction booklet

All parts must be returned to avoid charges to your account.

Patrons may check out one device at a time per residential address for a maximum of 2 weeks. Overdue fines are \$5.00 per day. The Hotspot is not renewable. Holds can be placed on the Hotspot, but no specific date can be guaranteed. Devices must be returned directly to a library staff member at the Smithton Public Library District circulation desk during normal business hours. **DO NOT RETURN TO ANOTHER LIBRARY OR TO THE BOOKDROP.** The fine for returning a hotspot in the bookdrop or to another library is \$10.00.

Patrons will be fully responsible for replacement costs of missing or damaged parts to the Hotspot device. In the event that the device is inoperable, loses function or is not returned, cost will be assumed by the patron as follows:

Unreturned/Damaged* Hotspot:	\$100.00
*(Damage resulting in the loss of functionality of the Hotspot):	
Missing/Damaged Power Cable	\$15.00
Missing/Damaged Case	\$20.00

Once the device is one week or more overdue, the wireless service will be discontinued by the Library, shutting off internet access. If the device is not returned within two weeks of the due date, the patron will receive a bill for the device and/or parts according to the fee schedule outlined above.

Patrons and/or guardians are responsible for restricting a minor's access to Internet materials. Additionally, patrons are reminded that they may not conduct illegal activities when using the device, or engage in any "unacceptable use" as described in the Library's Computer Use policy.



The Smithton Public Library District requires that library patrons using the Internet do so within the guidelines of acceptable use. The following activities are unacceptable:

- Use of the Internet for any purpose that results in the harassment of others.
- Destruction of, damage to, or unauthorized alteration of the library's computer equipment, software, or security procedures.
- Downloading any software to library computers or to a disc.
- Contacting a source that contains lewd, obscene, and/or pornographic material.
- Participating in and/or observing a chat and/or instant messaging session that contains lewd, obscene, and/or pornographic material.
- Copying a program from the hard drive for personal use – this is a violation of federal law.
- Introducing viruses into the library's software, databases, or e-mail in any way, re-arranging the computer desktop, or harming any library computers, networks, software or automation systems in any way.
- Use of the Internet in any way that violates Federal, State or local laws.

Adopted by Resolution of the Board November 21, 2019, Revised April 15, 2021.

By signing below, I acknowledge that I have read, understand, and agree to abide by the terms set forth in these policies as stated.

Printed Name: \_\_\_\_\_

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

Library Card Number: 10084000\_\_\_\_\_

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

**For Librarian Use Only**

<b>Library Employee Sign-Out (@ Check OUT)</b>	
Name:	Date:
Device Checked (Number):	
<input type="checkbox"/> out – HotSpot            – <input type="checkbox"/> in	<input type="checkbox"/> out – Charging Cable            – <input type="checkbox"/> in
<input type="checkbox"/> out – CarryCase            – <input type="checkbox"/> in	<input type="checkbox"/> out – Instruction Booklet            – <input type="checkbox"/> in
<b>Library Employee Sign-In (@ Check IN)</b>	
Name:	Date:



Patron Name: \_\_\_\_\_

Library Card Number: 10084000\_\_\_\_\_

Library Employee Sign-Out (@ Check OUT)	
Name:	Date:
Device Checked (Number):	
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