

Fitchburg Public Library Tools Borrowing Rules and Procedures

1. In order to borrow Tools from the Fitchburg Public Library (FPL), a Borrower must be a Fitchburg resident aged 18 or over.
2. Prior to borrowing Tools, all Borrowers must (a) have a C/W Mars library card in good standing with their home address confirmed; and (b) sign the Waiver Form.
3. Library staff is available to assist in explaining operation of tool, however, by taking possession of any item, the Borrower is certifying that he or she is capable of using that item in a safe and proper manner.
4. Only the Borrower is authorized to use Library Tools borrowed. The Borrower shall not permit the use of items checked out to him/her by any other person.
5. Tools circulate for a seven-day lending period.
6. All Tools borrowed are to be returned to the Public Library's circulation desk by close of business on their due date. Tools may only be returned during the Library's open hours.
7. If a tool is returned late, the Borrower will be responsible for a late fee of \$5 per day for every day the Library is open until the tool is returned. Late fees are capped at the full replacement cost of the tool. Borrowers must have a fine balance of less than \$10 to maintain borrowing privileges.
8. A Borrower may have up to six Tools checked out at a time.
9. The Borrower agrees that the Library is not responsible for any manufacturing defects in quality of workmanship or materials inherent in any borrowed Tools.
10. The Borrower agrees that if any borrowed tool becomes unsafe or in a state of disrepair, he or she must immediately discontinue use of the tool and notify the Library of the issue on return, if not earlier.
11. All Tools are to be returned in the same condition as they were issued, barring normal wear and tear. All Tools must be returned clean. The Borrower agrees to pay for the loss of or damage to any item and further agrees to accept the Library's assessment of condition of items and to further agree to the Library's assessment of fair restitution for damage, dirtiness, delinquency, and/or loss of items in part or in total. This restitution amount could equal the full replacement cost of the item plus a \$5 administrative fee.
12. The Library reserves the right to refuse the loan of any item at its discretion.