

Library Technology Borrowing Agreement

In order to borrow technology from the Phillips Memorial Library at Providence College, you must agree to the following terms and conditions:

- I understand that Phillips Memorial Library operates on a **three-strike system** for all technology loans (laptops, tablets, chargers, cameras, calculators, etc). This means that if I have failed to return or renew any equipment in my care by the due date, I will expect to **receive a strike on the first day it is overdue**. This means that if an item is due back midday I have until the library closes to return it. After receiving my third strike within a semester I will be **banned from borrowing technology** for the remainder of the semester. If I am banned from technology loans three times in three separate semesters, I understand that I will receive a permanent ban.
- I accept and acknowledge that the library equipment I have received is in good working condition.
- I agree to protect this equipment from theft and damage. I will not leave equipment unattended or unsecured. I assume all responsibility until it is properly checked in.
- I understand that I will be charged a **replacement/repair fee** for any equipment that is lost, stolen, or damaged while it is in my care.
- I understand that all data is erased upon check in and the library is not responsible for any lost information.
- I understand that the PC Office of Safety and Security will investigate the loss of any library equipment, and I will cooperate with such investigation.
- I agree to follow the Acceptable Usage Policy for Information Technology Resources at Providence College.

Replacement Costs

Device Type:	Loan period:	Replacement costs:
Laptop	3 DAYS or 4 HOURS and 1 Renewal	\$1000
MacBook Charger	4 HOURS and 1 Renewal	\$100
iPad	7 DAYS and 1 Renewal	\$500
Calculator	4 HOURS and 1 Renewal	\$50
Headphones	4 HOURS and 1 Renewal	\$20
Camcorder	7 DAYS and 1 Renewal	\$900
DSLR Camera	7 DAYS and 1 Renewal	\$500
Point-and-Shoot Camera	7 DAYS and 1 Renewal	\$250
Photo Lighting Kit	7 DAYS and 1 Renewal	\$250
Microphone	7 DAYS and 1 Renewal	\$220
Tripod	7 DAYS and 1 Renewal	\$160
Audio Recorder	7 DAYS and 1 Renewal	\$135
External Hard Drive	7 DAYS and 1 Renewal	\$130