

## Reddick Public Library District Chromebook/Wi-Fi Hotspot Kit Lending Policy

In an effort to expand Internet access and promote digital literacy, Reddick Public Library District offers a limited number of Chromebook/Wi-Fi hotspots kits as a part of its circulating collection. A Chromebook is a laptop used to perform a variety of tasks using the Google Chrome browser. Your internet browsing history will not be retained after you sign out, and files that you download will not be saved on the Chromebook. A Wi-Fi hotspot is a small, portable device that can be used almost anywhere to create a wireless network. The hotspot is capable of providing high-speed internet access for up to ten (10) Wi-Fi enabled devices.

To reserve a Chromebook/Wi-Fi Hotspot Kit, please call the library at (815) 434-0509 or place a hold through the online catalog <https://www.prairiecat.info/library/2034>.

### Borrowing Guidelines

- A Chromebook/Wi-Fi Hotspot Kit can be checked out by any patron ages 18 and older with an established Reddick Library card in good standing (no fines or overdue items and no history of a delinquent account).
- A Chromebook/Wi-Fi Hotspot Kit circulates for three (3) days. There is no renewal.
- Check out is limited to one (1) kit per library account at a time.
- The Chromebook/Wi-Fi Hotspot Kit must be returned to a Reddick Public Library District staff member at the Circulation Desk. It may not be returned to any other public library. If the Chromebook/Wi-Fi Hotspot Kit is returned in the book drop box, a \$25.00 minimum fee will be charged to the patron. Do not leave the Chromebook/Wi-Fi Hotspot Kit on the Circulation Desk if a staff member is not present.
- Overdue charges of \$5.00 per day will be assessed for late return of a Chromebook/Wi-Fi Hotspot Kit.
- Once the kit is five (5) days overdue, the Wi-Fi hotspot will be deactivated. The replacement cost of the Chromebook/Wi-Fi Hotspot Kit, as well as all reactivation fees, will be billed to the patron, and the Chromebook/wi-fi hotspot lending privileges of the patron will be suspended for 6 months.
- If any part of the Chromebook/Wi-Fi Hotspot Kit is not returned, the patron must pay the complete replacement cost of the missing item/s.

ITEM	REPLACEMENT COST
Chromebook	\$80.00
Mouse	\$10.00
Chromebook Charging Cord	\$15.00
Chromebook Case w/Tag & Instructions	\$35.00
Wi-Fi Hotspot Device	\$70.00
Hotspot Case w/Tag & Instructions	\$15.00
Hotspot Micro USB Cord	\$10.00
Hotspot AC Adapter	\$10.00
<b>TOTAL</b>	<b>\$245.00</b>

### Internet Use:

Reddick Public Library District is not responsible for any information accessed or action taken by a patron while using a Chromebook and/or Wi-Fi hotspot. Users are encouraged to use safe Internet practices. Using the Chromebook and/or Wi-Fi hotspot to access any online content determined to be illegal or obscene according to federal, state, or municipal law will result in revocation of Chromebook and/or Wi-Fi hotspot borrowing privileges and potentially criminal prosecution.