



Chromebook (with embedded Wi-Fi hotspot) Lending Program

To increase access to the Internet and the library's digital resources, especially among our community's senior population, the Matawan Aberdeen Public Library is pleased to offer a Chromebook lending program. Each of the five (5) Chromebooks available for loan are embedded with a Wi-Fi hotspot for ease of use where no Internet connection is available.

Eligibility

Chromebooks may be checked out by adult residents, with a valid Matawan Aberdeen Public Library card in good standing.

Loan Period and Holds

Chromebooks can be borrowed for up to fourteen (14) days. One renewal is allowed if no one has the item on hold at time of renewal. Chromebooks can be placed on hold at the library, by phone, or online. Once a Chromebook becomes available, it must be picked up within seven (7) days of notification of availability or the item will go to the next customer in the queue. Borrowers may not borrow a Chromebook for two or more consecutive loan periods.

Restrictions

- Only one Chromebook can be borrowed per household at one time.
- Chromebooks must be picked up and returned directly to the **Computer Assistance** desk, located in the Reference room at the front of the library.
- Chromebooks must never be placed in library's book drop - they could be damaged and the borrower will be responsible for replacement costs.
- Overdue Chromebooks will have the Wi-Fi hotspot deactivated.
- Matawan Aberdeen Public Library reserves the right to terminate Chromebook borrowing privileges from borrowers who damage, abuse, or lose equipment, or who are repeatedly late in returning the device.

Fines & Liability

- The overdue fine is \$5 per day. Chromebooks not returned after 28 days will be assumed-lost and the borrower will be charged the replacement cost.

- Patrons are responsible for costs associated with loss or damage of Chromebooks and/or cords, cases, etc.

Need help?

Assistance with the device is available from Matawan Aberdeen Public Library Computer Tech Assistants in person, via email, or via phone. Please call 732-583-9100 or email techQ@lmaxac.org if you have questions.

If a technical issue arises, the borrower should return the device immediately to the Matawan Aberdeen Public Library Computer Assistance desk. A Matawan Aberdeen Public Library staff member will assess the issue and either issue a new device or return the corrected device to the borrower. The lending period will be extended to account for any days spent without the device due to a technical issue.

Disclaimer

Matawan Aberdeen Public Library is not responsible for any liability, damages, or expense resulting from use or misuse of the Chromebook, connection of the Chromebook's Wi-Fi hotspot, or data loss resulting from use of the Chromebook.

Matawan Aberdeen Public Library is not responsible for the information accessed, obtained, or disseminated while using the Chromebook. Any actions that lead to criminal prosecution are the responsibility of the borrower, not Matawan Aberdeen Public Library.

Adopted by the Board of Trustees, August 12, 2021