

## Launchpad Checkout Policy

Launchpads may be used in the library by all patrons/cardholders, but checkout for use outside the library is limited to patrons 18 and over who meet the following requirements:

- 1) Have had a Sanger (or other NTLC library) card for a minimum of 3 months
- 2) Their library account must be clear of fines and not have a history of items 30 days or more overdue, or of lost materials. If fines are paid in full and an account remains in good standing for a month, the patron will then be eligible to check out one Launchpad.
- 3) Agree to and sign the Statement of Responsibility form.

The Launchpads will have a checkout period of two weeks with one renewal and a limit of two per household. Overdue fines will be assessed at \$1.00/day. If the item is not returned within a week of its due date, the patron will not be permitted to check out Launchpads for 6 months.

Launchpads are to be returned to the circulation desk of the library and not in the book drop.

If the item is returned damaged and rendered unusable, the patron will be charged the replacement cost, which may include a discount passed down from the manufacturer. If the item is lost, the full replacement cost will be charged. Similarly, if accessories such as the AC adapter, USB cord, or case are damaged or lost, the patron will be charged the replacement cost.