

## Tablet/Laptop PC Loan Agreement

**UMass Amherst students may borrow Tablet/Laptop PCs for use in the Library.  
By signing this agreement, borrowers agree to the following conditions.**

### Borrowing

- Only UMass Amherst students may check out equipment.
- Valid UCard required. A second picture ID may also be requested.

### Equipment Use

- Equipment for use exclusively in the W.E.B. Du Bois Library.
- Wireless access available on Lower Level, Entrance Level, and Floors 2 and 3.

### Loan Periods

- 4 hours.
- No renewals.
- If other equipment available for checkout, borrowers may check out equipment again immediately.
- No reservations.
- Borrowers are responsible for equipment while it is checked out to them.
- No checkouts when Reserves/Media is closed.

### Returns

- Return equipment to Reserves/Media Desk on Floor 3 of the W.E.B. Du Bois Library.
- Equipment checked out within 4 hours of closing is due back 30 minutes before Reserves/Media closes.
- **Hand** equipment to a staff member at the Reserves/Media Desk.
- Do not return equipment in Reserves/Media drop box or Library book return.
- After Reserves/Media closes, return equipment to Learning Commons and Technical Support Desk on the Library's Lower Level.
- Borrowers are liable for loss or damage to equipment, including loss or damage caused by putting it in the Library's book returns.

### Fines and Fees

- Late fees are \$20.00 per hour or fraction thereof, up to a maximum fine of \$480.00.
- Non-refundable \$10.00 billing and \$15.00 processing fees are added to bills for fines and replacement costs.

### Replacement Costs

- After 24 hours, borrowers will be billed for the replacement cost of the equipment.

Tablet/Laptop PC Replacement Costs (Gateway M280E Convertible Notebook)	
Total replacement cost	\$2500.00
Teac Slim CDRW/DVD-ROM 24X CDR/ 8X	\$145.00
Gateway M280 Executive Stylus Pen	\$50.00
Gateway M280 8-Cell Lithium Ion Battery	\$150.00
Ethernet cable	\$5.00
AC adapter	\$40.00
Power cord	\$10.00
Case Logic Neoprene Notebook Computer Sleeve	\$20.00

<b>Checklist for Tablet/Laptop PC Loans</b>			
<b>Checked out?</b>	<b>Item</b>	<b>Returned?</b>	<b>Condition</b>
(Yes or No)		(Yes or No)	(Good or Damaged)
	<b>Tablet/Laptop</b>		
	<b>CD/DVD player</b>		
	<b>Executive Stylus</b>		
	<b>Battery</b>		
	<b>Ethernet cable</b>		
	<b>AC adapter</b>		
	<b>Power cord</b>		
	<b>Computer sleeve</b>		

Please provide detailed information about any problems experienced with the equipment:

Tablet/Laptop PC number: **LibrTab** \_\_\_\_\_

Time checked out: \_\_\_\_\_ a.m./p.m.

Time returned: \_\_\_\_\_ a.m./p.m.

**Borrower Check Out Signature:** \_\_\_\_\_ Staff initials: \_\_\_\_\_

**Borrower Check In Signature:** \_\_\_\_\_ Staff initials: \_\_\_\_\_

I agree to the conditions of the loan, as stated in this agreement. I understand that I am responsible for the Tablet/Laptop PC while it is checked out to me, and that I am liable for any loss or damage to the Tablet/Laptop PC and its accessories. I agree to pay fines and replacement costs as set forth in the agreement, and I understand that unreturned or damaged items will be subject to non-refundable \$10.00 billing and \$15.00 processing fees in addition to the cost of the replacement.

**UCard library barcode #** 2120660 \_\_\_\_\_

**Student name** (please print) \_\_\_\_\_

**Signature** \_\_\_\_\_

**Date** \_\_\_/\_\_\_/\_\_\_