

Hope Elementary School Library
Kindle Policy

This form must be signed prior to the use of the equipment. You are financially responsible for all equipment and pieces that you check out.

1. Kindle checkout is limited to current Hope Elementary School staff, faculty and students in grades 5th through 8th.
2. No Kindle will be checked out to patrons that have overdue books from the library.
3. Kindles may be checked out for two weeks. A late fee will be put into place at a rate of \$1 per day. If the Kindle is more than ten days late it will be considered lost and you will be responsible for the replacement cost, plus overdue fines. If the Kindle is returned in good condition, the overdue fines will still remain but the replacement cost will be waived.
4. User agrees not to tamper with the Kindle and the accessories.
5. No food or drinks are to be consumed around the Kindle.
6. Do not leave the Kindle unattended at any time.
7. Kindles are for academic use only and may be monitored by teachers at any time.
8. Do not connect the Kindle to a school or personal computer.
9. Return the Kindle to the librarian personally so it is not left unattended on the desk. Be sure to return all parts of the device, including the cords and protective case.
- 10. If the Kindle is lost or damaged beyond repair, you will be responsible for all replacement fees. Replacement cost for the Kindle is \$75.00.**

Statement of Understanding of Equipment Use Policy

I have read, understand and will comply with all of the Equipment Use Policy. I understand that I assume complete financial and physical responsibility for the Kindle checked out to me.

Printed Name: _____

Signature: _____

For students only - please have your parent/guardian read the policy and sign below.

I, _____ the parent/guardian of
_____ have read and acknowledge the above
equipment policy in regards to student usage of the Kindle. I agree to assist my student
in abiding by the policy and understand the financial responsibility involved if the Kindle
is damaged, lost/stolen, or returned late.

Printed Name: _____

Signature: _____

Date: _____

For Library use only

Date Received: _____

Library Staff Signature: _____