



# Norton Public Library

L.G. and Mildred Balfour Memorial  
68 E. Main Street, Norton MA 02766, (508) 285-0265

## **Chromebook Policy and User Agreement**

The Norton Public Library now provides Chromebooks available for loan as an extension of its commitment to public access to technology and information in all forms.

In signing this agreement, the library user agrees to the following:

- Chromebooks are available to adult (18 years of age and older) residents of Norton with a valid SAILS library card in good standing.
- Devices must be returned in the same condition they were when borrowed. The borrower is responsible for any repair or replacement charges incurred for damage or loss that result from accident, theft, misuse or neglect. This includes the Chromebook as well as its content and accessories while it is checked out to you.
  - Total replacement cost: \$500  
Individual replacement costs:  
Chromebook: \$400    Power cord: \$50    Cover: \$20    Handling fee: \$30
- Chromebooks may be borrowed for up to one week; renewals are not permitted. Chromebooks must be returned to the library and may not be checked out again for one week. Late charges are \$10 per day.
- Chromebooks must be returned to a staff member at the Norton Public Library. Do not return in the book or media drops or to another library. Failure to return Chromebooks properly may result in a fine of \$30.
- Tampering with security features of the devices is prohibited and may result in suspension of borrowing privileges. Tampering includes, but is not limited to, adding, removing, or manipulating content.
- Use of Chromebooks must comply with the library's Computer/Internet Use Policy.
- If the Chromebook malfunctions, stops working, or needs updating please contact the library immediately.

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I have visually inspected the Chromebook and brought any damages to the attention of the staff person checking it out to me. I will return it in the condition in which I borrowed it. I will pay whatever it costs the Norton Public Library to repair any damage that happens to the Chromebook while it is checked out to me and understand that this cost may exceed \$500 and will be charged to my library account.

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Signature

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Date

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Name (please print)

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Staff initials

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Library ID