



# Equipment Usage Agreement

Study and meeting room equipment is available for use to patrons 18 and older with valid ID. Equipment should be returned to the circulation desk after usage. Failure to return equipment will result in the following fees if the equipment cannot be located.

HDMI Cord: \$15

HDMI Cord plus TV Remote: \$30

Webcam: \$20

Name \_\_\_\_\_

Date/Time \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Please select equipment you are borrowing:

- HDMI Cord (\$15 replacement fee)
- HDMI Cord Plus TV Remote (\$30 replacement fee)
- Webcam (\$20 replacement fee)

By signing this document, you agree to pay the above fee for equipment that is damaged or not returned at the conclusion of your meeting.

Signature of Borrower \_\_\_\_\_

- - - - To Be Completed by Library Staff - - - -

**ID Checked? (circle one)**    Yes    No                      **18 or older? (circle one)**    Yes    No

Name of Staff \_\_\_\_\_