

C.C. Mellor Memorial Library

Chromebook and Hotspot Use Policy

Approved by the Board of Trustees: 2019

Policy

In an effort to ensure that the use of the Internet is consistent with the mission of CCM, the following shall apply:

- Chromebooks and hotspots may be checked out with a valid library card belonging to a person over the age of 18.
- If Chromebook are not returned, or returned damaged and billed, the charge will be \$300.00 per device. If hotspots are not returned, or returned damaged and billed, the charge will be \$100.00 per device.
- If a Chromebook or hotspot is not returned at the end of the 7 day loan period, the device will be remotely disabled. All user information will be lost.
- Patrons may use personally owned external storage devices. CCM is not responsible for damage to devices, for any loss of data, or damage or liability that may occur from a patron's use of CCM's Chromebook.
- Material on the Internet maybe copyrighted. It is the user's responsibility to be aware of the display of any notices concerning the copyright of information.
- When a patron returns a Chromebook or hotspot, they may only check out another one if at least one remains on the shelf. Patrons may not immediately check back out the same item.