

Digital Device Policy

Purpose of Lending Digital Devices¹

1. **Increased Content:** The digital Devices provide access to numerous content titles (books, audiobooks, movies, apps) that cost and space limitations would otherwise prohibit.
2. **Increased Accessibility:** Digital devices provide accessibility features (text-to-speech & large print) that may enhance content for patrons.
3. **Technological Literacy:** Increase opportunities to explore, learn and access digital information through dedicated digital devices.

Kindle Lending Guidelines

- Kindles will only be checked out to patrons 18 years or older who present a valid Mendon Library Card **AND** a valid Utah issued identification card.
- Patrons must sign a user agreement. By signing patrons accept full financial responsibility for the Kindle and agree to pay all costs associated with damage to or theft/loss of Kindle and/or the Kindle accessories while checked out.
- Kindles must be checked out and returned to a staff member at the Circulation Desk at least 30 minutes before closing.
- The length of checkout period will be 14 days.
- No renewals are allowed.
All Kindle components must be present upon return for the library to consider the item checked in.
- Late fee of \$5.00/day. No grace period.
- Because Kindles are fragile, if found in the book drop the patron will be charged a \$100.00 fine.
- Patrons may request holds.
- Holds not picked up after one week will be reshelved.
- Replacement costs are \$300 for Kindle and content, \$50 for cover or carrying case and \$45 for the charger or adapter.

¹ Digital Devices are defined as Kindles and iPads.