

GEORGETOWN PEABODY LIBRARY (GPL) TOOL SHED BORROWING POLICY

OVERVIEW

The GPL Tool Shed is a collection of items (tools) available to borrow from the Georgetown Peabody Library (GPL) by GPL patrons. All tools in the GPL Tool Shed collection are the property of the GPL.

In order to borrow tools from the GPL Tool Shed, the borrower must first read and sign the GPL Tool Shed Borrower's Agreement. Once the borrower has signed the Agreement, they will be considered "registered" with the GPL Tool Shed, and will not have to complete the form again.

Borrowers can check out tools from the GPL Tool Shed for a period of seven (7) days, with the possibility of one renewal if no one is waiting for the tool. A maximum of three (3) tools may be borrowed at any one time.

Tools must be returned inside the library to the circulation desk in clean, good working condition.

Responsibility for the safe-keeping of the tool while borrowed rests solely with the borrower.

REQUIREMENTS

- A valid Georgetown Peabody Library card with no lost items or outstanding fines from other libraries
- A signed copy of the GPL Tool Shed Borrower's Agreement

ELIGIBILITY

1. GPL cardholders whose accounts are current and in good standing, and who are at least 18 years old may borrow tools on their own.
2. GPL cardholders under age 18 must have a parent co-sign the Borrower's Agreement in person.
3. Tools are NOT available for loan between Merrimack Valley Library Consortium (MVLC) libraries, or for Interlibrary Loan outside the Consortium.

BORROWING AND RETURNING TOOLS

4. Tools may be borrowed for up to seven (7) days, with one renewal possible if no other borrower is waiting.
5. A maximum of three (3) tools may be borrowed at one time.
6. GPL staff will inspect tools prior to borrowing and again upon return. Tools will be clean and in working order at the time of lending and must be returned in the same condition.
7. Borrowers must return tools with all parts and components in their original library packages to the GPL circulation desk.
8. All tools must be returned to the library circulation desk no later than fifteen (15) minutes before closing time on their due date. Tools must be returned during the library's regular hours of operation. Tools may NOT be placed in the book drop or returned to any other Merrimack Valley Library Consortium (MVLC) Library.

9. If a borrower fails to return a tool on or before the due date (or returns a tool in an unsatisfactory condition) more than once, the borrower will lose their tool borrowing privileges for up to 24 months from the due date of the last tool they borrowed. This ban does not apply to the borrower's ability to checkout other regular library items such as books, CDs, DVDs, etc.

10. All tools borrowed from the library remain the property of the GPL, which reserves the right to take any and all appropriate and lawful measures to retrieve unreturned tools and to secure payment of unpaid fees, including but not limited to tool replacement costs, and attorney fees in the event legal action is pursued.

11. GPL staff can refuse to loan any tool to any borrower, or to suspend the borrowing privileges of any borrower for any reason, including but not limited to any perceived violation of the Borrowing Policy.

12. GPL staff may limit the number of repeat loans of a specific tool to one household in the interest of ensuring fair access for all library patrons.

13. GPL staff may take a tool out of circulation temporarily to support a library program or for repair or maintenance.

SAFE AND PROPER USE

14. All tools lent by the GPL Tool Shed are the property of the GPL. Only the borrower is authorized to use the tools. No other persons are permitted to use the tools.

15. The borrower is solely responsible for any loss or damage to a tool while in their possession. The borrower will be billed for repair or replacement costs associated with damage or loss of tools due to neglect or abuse. The GPL has sole discretion in making these decisions.

16. The borrower will be informed of the tool's replacement cost at the time of the loan. Borrowing a tool indicates the borrower's acceptance of their obligation to pay the replacement cost if the tool is lost or damaged. Replacement costs will also be provided in accompanying packaging for each tool.

17. By taking possession of any tool from the GPL Tool Shed, the borrower certifies that they are capable of using that tool in a safe and proper manner and will use the tool in a safe and proper manner.

18. All tools are loaned to, and borrowed by, as is. Borrowers agree not to remove any guards, shields, or other safety features from any tool. Borrowers further agree to clean and properly maintain tools during the borrowing period.

19. If any borrowed tool becomes or appears to be unsafe, damaged or in disrepair, the borrower must immediately discontinue use of the tool, promptly notify the GPL staff, and return the tool to the GPL without further use of any kind.

20. If any injury occurs to the borrower or to anyone else in the course of using the tool, the borrower will immediately discontinue use of the tool, return it to the GPL and notify the GPL staff of the injury immediately.

LIABILITY

22. The GPL is not responsible for any manufacturing defects in quality of workmanship or materials inherent in any tools borrowed from the Tool Shed.

23. The GPL is not responsible for any injury, loss, or damage that may occur from use of a tool.

21. The GPL does not offer any warranties or guarantees as to the condition or safety of any tool. By signing the GPL Tool Shed Borrower's Agreement, THE BORROWER ASSUMES ALL RISKS, BOTH KNOWN AND UNKNOWN, FOR ANY HARM OR INJURY THAT MAY RESULT FROM USE OR OPERATION OF ANY BORROWED TOOL.

22. Borrowers are subject to the provisions of this Borrowing Policy. Failure to abide by the rules set forth in this policy may result, at the sole discretion of the Library, in suspension or revocation of a borrower's GPL Tool Shed borrowing privileges and/or legal action.

23. The Library may, at its sole discretion, modify the terms of this borrowing policy. All borrowers will be subject to any such policy modifications.

24. The GPL Tool Shed Borrowing Policy and The GPL Tool Shed Borrower's Agreement are governed by the laws of the State of Massachusetts. If any provision of this policy is held invalid or unenforceable, all remaining provisions will remain in full force and effect. Any provision headings are intended for legibility and convenience only and not for legal construction.