



## MOBILE HOTSPOT LENDING POLICY

### About the Program

The Ipswich Public Library mobile hotspot lending program was established to enable patrons to checkout a hotspot device for use with their own wireless enabled laptop, smartphone, tablet, and other handheld devices.

Since a hotspot is portable, a patron can connect to the Internet anytime, in locations where T-Mobile wireless network is available.

### Lending Rules

- A mobile hotspot can be placed on local hold using the library catalog.
- The device is for a seven day loan period only (no renewals).
- The patron must have an MVLC library card in good standing.
- Patrons must complete and sign the Borrower's Agreement and Use Form.
- The Ipswich Public Library reserves the right to discontinue the use of its mobile device by a patron who does not adhere to the Lending Policy.
- The mobile device will be DEACTIVATED if not returned on the due date.
- Wireless networks can be vulnerable to hacking due to their open connection, which is often unencrypted and unsecured. The Ipswich Public Library is not responsible for any personal information that is compromised, or any damages to the patron's device or data files resulting from use of a wireless network.
- Use of the hotspot device is governed by the Ipswich Public Library **Internet Acceptable Use Policy** in conjunction with the Library's **Mobile Hotspot Lending Policy**.

### Borrower's Responsibilities

- Patrons who borrow a hotspot device should use this service with Internet safety in mind. The Library highly recommends not transmitting any sensitive personal information while using a wireless network.
- NEVER change the settings of the hotspot mobile device.
- Patrons who borrow a hotspot device from the Ipswich Public Library are responsible for any charges associated with its use beyond the T-Mobile service area.
- The patron's library card will be charged for the full cost associated with loss or damage of the hotspot device and its peripherals (\$75).
- The patron is responsible for the safe and timely return of the mobile hotspot device kit to the **Main Desk** of the Ipswich Public Library. It may not be returned to other MVLC libraries.

*Approved by the Board of Library Trustees, 21 October 2019*