



**Henderson Memorial Public Library**  
**54 E Jefferson St., Jefferson, OH 44047**  
**Phone: 440-576-3761**  
**Hours: Mon-Sat 9-5, Sun 1-5**

\_\_\_\_\_ Mobile Hotspot Number  
 \_\_\_\_\_ ID Verified (staff initial)  
 \_\_\_\_\_ Due Date

**Educational Wi-Fi Hotspots Agreement & Guidelines**

- Must be at least 18 years of age.
- Must be registered as a HMPL parent/caregiver of a student
- Must present a Henderson Library card in good standing (less than \$3 fines/fees) with current address on file at time of checkout along with a valid Driver's License/State ID.
- Limit of ONE hotspot device per household.
- Agreement must be signed at time of checkout.
- 4G LTE service is not guaranteed. The first 25 GB has 4G service, after that service may be reduced to 3G LTE.
- **LOAN PERIOD: 14 days with no renewals. You must wait 24 hours before checking out another hotspot device.**

**Restrictions:**

- Hotspots are for domestic use only – devices will not function outside of the continental US.
- Hotspots must be returned to the circulation desk in person with all original HMPL components.
- Hotspots are NOT to be placed in library book drop. Any damage from doing so will be your responsibility for replacement costs.
- The library reserves the right to refuse service.
- Hotspots will be deactivated on the first day they are overdue.
- Hotspots placed on hold must be retrieved within 3 days from date of notification.

**Fines & Liability:**

- Overdue fines: \$5 per day, maximum of \$25.
- Hotspot device will go to LOST after 21 days late and you will be billed the total replacement cost of the device and all components. Library card will be blocked until all fees are paid.
- Hotspots are NOT eligible for fine forgiveness.
- Hotspots are to be kept in a temperature-safe environment; not left outdoors or in vehicles.
- The Henderson Memorial Public Library is not responsible for websites visited on the Mobile Hotspot or any damage to patron devices.
- You will be responsible for any fees associated with loss or damage of Hotspot device and components.
- Patrons are not permitted to purchase or provide their own replacement items.
- **REPLACEMENT COSTS: Total cost is \$155**
  - o Device: \$125    Charger Block & Cord: \$30

**CHECK-OUT CHECKLIST**

\_\_\_\_\_ Verizon Jetpack Hotspot Device  
 \_\_\_\_\_ HMPL Charger Block (factory original)  
 \_\_\_\_\_ HMPL Charger Cable (factory original)

STAFF INITIALS \_\_\_\_\_ PATRON INITIALS \_\_\_\_\_  
 DATE \_\_\_\_\_

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STAFF INITIALS \_\_\_\_\_ PATRON INITIALS \_\_\_\_\_  
 DATE \_\_\_\_\_

**Agreement:**

I acknowledge that this document outlines the guidelines for borrowing and use including the fines and liability associated with checking out a Mobile Hotspot. I have read the agreement and guidelines for use of the Mobile Hotspot and comply with the policies as stated. I further acknowledge and agree that this Mobile Hotspot Kit contained the appropriate components as confirmed by my initials and staff initials and that all same components shall be returned.

**Name:** \_\_\_\_\_ **Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Card Number:** \_\_\_\_\_