



Policy Title: APPLE IPAD Lending Policy

Policy Number: 2025-55

Policy Approval Date: November 3, 2025

Policy Review Date: November 2029

Borrowers must have a valid Bonfield Public Library card and are in good standing order in order to check out an APPLE IPAD. The Bonfield Public Library Apple IPAD is not available for interlibrary loan.

Children 15 and under must have permission from a parent or guardian. The library reserves the right to deny the use of APPLE IPAD to any borrower.

Borrowers may borrow only one (1) APPLE IPAD per household at a time or determined by the library staff.

Borrowers are responsible for the safe-keeping and return of these items to the library in good working order and assume liability for the equipment while it is in their care. Borrower is responsible for damaged and/or missing pieces of the lent items. Patron agrees to cover the cost of damage and/or replacement costs of \$550.00 per device.

The library may not clear stored data from the APPLE IPAD after it is returned and is not responsible for personal information left on the device.

The library does its best to provide clean, secure, and fully functional equipment, but is not responsible for unforeseen hardware or software failure.

The lending period is seven (7) days. APPLE IPAD can be renewed one (1) time and must be returned directly to the BPL. There is a \$5.00 per day late fee per APPLE IPAD up to a maximum of \$150.00.

APPLE IPAD may not be returned in the outdoor book drop. Borrowers will be charged a \$25.00 fee for returns to a drop box, in addition to the replacement cost for any damage incurred

The APPLE IPAD package is not considered returned until all items associated with it, including (but not limited to) AC adapter, USB cord, tablet, protective bumper, and carrying case, have been returned to the library in good condition. If any items are missing upon return, the library reserves the right to refuse acceptance of the equipment until all items are returned. This refusal does not waive any late fees.

The library reserves the right to deny the use of APPLE IPAD to any borrower who repeatedly returns equipment late.

Borrowers agree to abide by the library policy and procedures.

Initial Policy Approval Date: November 3, 2025

Motion # 25-55

Amended Dates: