

# Media Use Policy

The purpose of the Media Use Policy is to help assure that audiovisual and computing equipment is available for patron use at the library. The library collection includes differing formats and the library provides equipment for its use. To maintain access, library media and computing equipment may not be used outside of the library except for library programs excluding chromebooks and wireless hotspots which may be checked out for external use.

The library equipment is provided for, but not restricted to, the use of library materials. The library is not responsible for damage to personal items or equipment used in conjunction with library equipment. Any data saved on a library device may be erased when the session or time of use has ended. The library is not responsible for any information left on a library device. The library holds nor responsibility for the privacy of data entered onto, saved onto devices, or transmitted over wireless internet. The library's wireless network is an open network.

The library works to keep equipment in good working order, but is not responsible for the loss of data due to equipment malfunction.

Users are responsible for any damage caused to the library equipment and may be billed for repair or replacement.

Time and use restrictions may be placed to assure that other patrons have access to the media and computing equipment.

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