

Special Collections Use Agreement

The Fryeburg Public Library has developed Special Collections to allow circulation of non-conventional materials that may be of greater value than a standard item (book, audiobook, or DVD). Any item from our Special Collections must be checked out and returned during open hours to the circulation desk. A valid library card (card holder for at least six months) with no outstanding balance is required. Borrowers of Special Collections items with a replacement value of \$75 and over must be 18 years or older and must sign the Special Collections Use Agreement.

LOAN PERIOD AND FINES

Loan periods vary, depending on the item type. All Special Collection Items may be renewed as long as there is no hold on the item. We do have overdue fines of .25 per day and require payment for lost or damaged items. Once a Special Collection item is overdue, the patron's account will be charged overdue fees and locked until the item is returned or payment has been received. Replacement cost will vary.

PROPER USE AND LIABILITY

The borrower is solely responsible for the item and will be billed reasonable repair or replacement costs associated with damage or loss, including peripherals/components, due to neglect or abuse. The

Library has sole discretion in making these decisions. The borrower assumes all risks for any injury, loss, or damage that may occur from use of any Special Collections item(s). Youth under the age of 18 must have adult supervision using a Special Collection item.

The responsibility to protect against loss is the borrower's. Staff will inspect Special Collection items prior to borrowing and again upon return. Please return the Special Collection item (s), with all parts and peripherals/components, in the original library container to the circulation desk during open hours. Replacement of Special Collection items can range from \$75-\$375.00.

Borrower's signature: _____ Date: _____

Staff initials: _____