

Waynesboro Public Library

Laptop Sign-out Sheet

Patron Name: \_\_\_\_\_

Home Phone # \_\_\_\_\_ Library Card # \_\_\_\_\_

Patron: Please read the following, sign and date:

1. If the computer is lost, stolen, or returned in unacceptable condition, I understand that I will be required to pay for the damage or loss.
2. I understand that being able to use a laptop in the library is a privilege. I will use this equipment responsibly and report any problems when I return it to the circulation desk.
3. I will return this laptop to the library circulation desk immediately when finished.
4. I will log on using MY library card number.
5. If I have year-long permission, I will let a librarian know when asking for a laptop.

Patron Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian: Please read the following, check one of the choices, and sign:

1. I read and understood WPL's Laptop Use Policy.
2. If the computer is lost, stolen, or returned in unacceptable condition, I understand that I will be required to pay for the damage or loss.
3. I will supervise my child's use of the laptop.
4. If there are any problems, I will report them to the librarian.

Please choose one:

\_\_\_\_\_ I give my child permission to borrow the laptop only when I am notified.

\_\_\_\_\_ I give my child permission to borrow the laptop anytime he/she needs it. I will not be notified each time the laptop is borrowed.

Parent/Guardian name: \_\_\_\_\_

Address: \_\_\_\_\_

Tel. \_\_\_\_\_

Parent/Guardian signature \_\_\_\_\_ Date: \_\_\_\_\_