



## **Chromebook Borrowing Policy**

Adopted by the Library Board of Trustees  
June 21, 2018

The Library lends Chromebook portable tablet devices for use by patrons within the Library.

Public use of SBPL Chromebooks is governed by the following policy:

- A limited number of Chromebooks are available for use at the Library during normal Library hours.
- Borrowers must be of middle school age or older.
- A valid library card is required to borrow a Chromebook.
- All SBPL computer use and behavior policies apply to the use of Chromebooks.
- Chromebooks will be lent on a first come, first served basis. No holds or reservations will be accepted. At times the Chromebooks may be dedicated for use in a library program, training class or for maintenance.
- Chromebooks must be returned to the Information Desk no later than 15 minutes before the library closes for the day.
- Failure to abide by the Chromebook Borrowing Policy may result in suspension of an individual's Chromebook borrowing privileges for 30 days.
- A fee of \$300 will be charged for a lost, stolen or damaged Chromebook. Borrowers will be referred to Collections for non-payment.

***Revised and Re-Adopted June 21, 2018***