

Robert B. Greenblatt, M.D. Library

iPAD LOAN AGREEMENT

Borrower's Name: _____ Date: _____

(Please Print)

Borrower's Patron Barcode/ID: _____ iPad Barcode _____

The iPad is due to be returned to the Library Information Desk by: **TIME:** _____ **DATE:** _____

I understand that I am fully responsible for this borrowed electronic ipad, and for its safe and timely return to a Library staff member at the Library Information Center (LInC) in the Greenblatt Library. If the iPad is damaged, lost, or stolen, or accessories are missing, or late fees are incurred, I understand that I am responsible for all applicable charges. I release and hold harmless the Board of Regents of the University System of Georgia and Georgia Regents University, from all losses, damages, costs, and expenses, claims, demands, rights and causes of action resulting from my borrowing of this equipment. My signature, below, indicates that I have read, I understand, and I agree to the Conditions of Use listed in this iPad Loan Agreement. I agree to return the iPad by the due date and time.

Signature of Borrower: _____

Staff Member Check-out: _____

Staff Member Check-in: _____

Date/Time Checked-out: _____

Date/Time Checked-in: _____

Equipment Checked-out: iPad/ Keyboard Case/ Charger/ 3 cords

iPad Barcode: _____

Borrowing Policies

- iPad includes 5 pieces - 1 iPad, 1 case, 2-piece power cord, 1 USB cord.
- Only GRU users with a valid institution ID may borrow iPads.
- Due one hour before closing.
- Available on a first come, first serve basis with no renewal.
- An individual may check out only one iPad at a time.
- Do NOT leave devices unattended.
- Do NOT depend on the iPad clock for timing the return of an iPad to the Information Desk.
- Do NOT expose the equipment to temperature extremes, water, etc.
- GRU electronic devices are subject to the Information Systems Security and Computer Usage Policy. Misuse of resources or non-compliance with written usage policies may result in loss of privileges.
- If returned late, the user may not check out another iPad for:
 - First time = 1 month
 - Second time = 2 months
 - Third time = Permanent

Related Charges

- You are responsible for all charges resulting from damage, loss, or theft.
- Late charges \$5.00 per day. Replacement charges may exceed \$1000.
- Lost Item Processing charge \$15.00 (non-refundable).
- All associated fines will be recorded on the borrower's library record and will result in suspended library privileges until all fees/fines are paid.

NOTE: All data, apps, or other materials uploaded or downloaded to the iPad will be removed upon return of the iPad.