

TELESCOPE BORROWER POLICY AND PROCEDURE

The Telescope is available to borrow by Cumberland Library patrons with cards in good standing. Borrowers must be 18 years of age or older. Children must be supervised while using the Telescope.

A patron who borrows the Telescope is required to complete a Borrower's Agreement. First time borrowers will receive training from Library Staff prior to borrowing the device.

The Library reserves the right to refuse service to anyone who abuses equipment or is late in returning the Telescope.

Equipment includes:

- Telescope
- Instruction Manual
- National Audubon Society Pocket Guide to Constellations of the Northern Skies
- 50 Things to See with a Small Telescope
- Celestron 8 to 24mm 1.25 Zoom Eyepiece
- Carry bag

The Telescope is loaned on a first-come first served basis. It may be reserved in advance and will be held for one day. Patrons will be notified by phone and must pick up the Telescope during library hours of operation.

The Telescope circulates for seven (7) days with no renewals. The Telescope must be returned to a Library Staff Member at the Circulation Desk at the Cumberland Library only.

Overdue late fees are \$5.00 per day with a maximum of \$210.00

The patron will be charged replacement fees for any items not returned in the Telescope kit or for items returned damaged.

- Telescope - \$220.00
- National Audubon Society Pocket Guide to Constellations of the Northern Skies - \$11.00
- 50 Things to See with a Small Telescope - \$9.95
- Celestron 8 to 24mm 1.25 Zoom Eyepiece - \$59.00
- Carry Bag - \$88.00

TELESCOPE BORROWER'S AGREEMENT

My signature below indicates that I am 18 years of age or older. I have read and agree to the terms of the Telescope Borrower Policy.

I will NOT look at the sun through the telescope. The Library is not responsible for any damages a patron inflicts upon oneself or the Telescope.

I agree to return the Telescope and all accompanying materials back to the Cumberland Library circulation desk in excellent condition during library hours.

I will pay a late fee of \$5.00 per day if I fail to return the telescope by the due date. The telescope may be checked out for one week.

I accept full financial liability for the Telescope and accessories while it is in my possession; and agree to pay all costs associated with damage to, loss of, or theft during my checkout period.

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I acknowledge that failure to comply with any of these rules and guidelines will result in the loss of privilege of borrowing the telescope.

Patron Name (please print) _____

Patron Address _____

Patron Library Card # _____

Patron Signature indicates that all materials are in the Telescope kit and are in good condition.

Patron Signature _____

Date Borrowed _____ Staff Initials _____

Date Returned _____ Staff Initials _____