



Sargent Memorial Library

427 Mass Ave, Boxborough, Massachusetts 01719

Phone: (978) 263-4680

<https://boxlib.org>

Library of Things Guidelines for Borrowing and Use

The following guidelines are established to ensure safe and responsible usage of the Library of Things collection, and fair loaning practices. Failure to adhere to the guideline may result in restrictions of borrowing privileges. Please read through it carefully.

- Borrowers must have a valid CWMARS Library card and no outstanding Library fines above \$10.
- Borrowers must be 18 years old or older.
- Items can be borrowed for up to 2 weeks at a time and the reservations should be made only for the duration the item is needed.
- Items cannot be renewed. Once returned, the item may be borrowed again by the same borrower the following business day. High demand items, such as the hotspots and the portable DVD players, may have specific loan frequency restrictions. See the object description page for details.
- If the borrower is unable to pick up a reserved item within a business day of the reservation start day, the borrower should either cancel the reservation online, or inform the library.
- If an item with an active reservation was not picked up within a business day of the reservation start day, the reservation will be canceled, and the borrower will be given a warning. The warning will expire in 6 months if the borrower does not accrue additional warnings in that period. Borrowers with three warnings will be blocked from borrowing Library of Things items for 6 months.
- Items can only be checked out and returned in person at the Sargent Memorial Library circulation desk. The only exception are the hotspots which can be returned via the book drop.
- Items cannot be returned to other libraries.
- Borrowers may place up to 2 reservations for Library of Things items per week. The Library reserves the right to refuse the loan of any Library of Things item at its sole discretion.
- Borrowers who return an item over two business days late without informing the Library will receive a warning. The warning will expire in 6 months if the borrower does not accrue additional warnings in that period. Borrowers with three warnings will be blocked from borrowing Library of Things items for 6 months.

Revised: 3/11/2026.



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Library of Things Borrowers Agreement

Fines and Responsibilities

- Late fines accrue at a rate of \$1.00 per day.
- Replacement cost will be charged to the borrower 28 days past the original due date.
- The Library is not responsible for any manufacturing defects in quality of workmanship or materials inherent in any borrowed tools and equipment.
- The borrower is solely responsible for the borrowed item and will be billed for reasonable repair or replacement costs associated with damage or loss of the item and/or accessories.
- By checking out any of the items, the Patron is certifying that they are capable of using that item in a safe and proper manner.
- Responsibility for a child's use of an item rests with the parent or guardian.
- The patron understands that any use of the items is undertaken at their own risk. The library is not responsible for injury, loss, or damage that may occur through the use of the item.
- The Patron agrees to report any damage to the Library immediately.

Lending Agreement

I agree:

- To abide by Sargent Memorial Library's Library of Things Lending Guidelines as stated above
- To pay an overdue fine as stated above if the item is returned late
- To pay full repair and/or replacement costs should the Thing be stolen, lost, not returned, or damaged.

Signature

Date

Library of Things Loaning Waiver

In consideration of my use of the equipment lent out by the Sargent Memorial Library through its Library of Things program (Things), I hereby voluntarily release, discharge, waive, and hold harmless, on behalf of myself, my heirs, executors, administrators, and assigns, the Sargent Memorial Library and its Trustees and staff, the town of Boxborough and its employees, officers, and agents, from any loss, damage, or injury to persons or property arising from the Things, whether arising through the Library's negligence or imposed by law. In no event shall those parties be liable to me for indirect, consequential or special damages, including without limitation lost use, revenue or profits.

I agree to indemnify and hold the Sargent Memorial Library and its Trustees and staff, the Town of Boxborough and its employees, officers, and agents harmless from and against all liabilities, claims, actions, proceedings, damages, losses, costs and expenses including attorney's fees, for all injuries or death of any person, or damage to any property occurring or arising from or connected with, directly or indirectly, my possession, use, and return of the Things.

No warranties, express or implied, including without limitation: suitability, durability, fitness for a particular purpose, condition, or quality have been made by the Library, directly or indirectly in connection with the Things. I am borrowing the Thing(s) "as is." I acknowledge that I have examined the Things and that its condition is acceptable. I agree to surrender the Things to the Library in as good order and condition as when received, except for reasonable wear and tear resulting from proper use, and if returned unclean, I may be charged a reasonable cleaning fee. I agree to keep and maintain the Things in good condition, use it in a careful and proper manner and comply with all applicable laws and regulations.

I understand that the Library does not provide supervision or instruction for the use of the Things. I understand and acknowledge that the use of some Things may involve risk of serious injury, including permanent disability and death. I agree to refrain from using any Things in a manner inconsistent with its intended design and purpose.

I have read this Liability Waiver and sign it voluntarily. I understand that I am giving up substantial rights by signing it.

Print Name: _____

Signature: _____

Library Card Number: _____

Date: _____