



Library of Things Guidelines for Borrowing and Use

All library patrons are required to check out and return Library of Things items to the Main Circulation Desk and Children's Room at the Woburn Library in Woburn, MA. Do not return items in the book drop.

A valid Minuteman Library Network card with no outstanding fines above \$10 is required to borrow a Thing*. Borrowers of specialty items, those valued at \$200 and more, must be 18 years old or older and must sign a copy of the Library of Things Lending Agreement. Patrons of any Minuteman Library can request a Library of Things item, but items must be picked up and returned in Woburn. Ask library staff for assistance placing holds. To help ensure access to this collection, placing holds for another copy of a Library of Things item you currently have checked out is prohibited. Additionally, returned Library of Things items cannot be checked out to the same patron for at least 24 hours.

LOAN PERIODS AND FINES

In most cases, a Thing may be borrowed for 2 weeks with NO RENEWALS. The overdue fine is \$5 per day to a maximum fine of \$20.

PROPER USE AND LIABILITY

Use care when handling the Thing. The borrower is solely responsible for the Thing and will be billed for reasonable repair or replacement costs associated with damage or loss of Things and/or peripherals due to neglect or abuse. A list of replacement costs of Things is maintained by the Library and is available upon request.

Woburn Public Library is not responsible for any injury, loss, or damage that may occur from use of a Thing. The responsibility to protect against loss is the borrower's. Staff will inspect Things upon return. Borrowers are expected to return the Thing with all parts and components in the original library container to the Main Desk or the Children's Room of the library (not in the book drop). Patrons will be responsible for any damage to a Thing while in their possession. **Please allow up to 24 hours for inspection and check-in.**

*Woburn Hotspots are lendable to Woburn residents only

Approved by the Board of Library Trustees 04/01/2019. Amended 09/13/2023