

Carroll County Public Library Go-Pro Policy

Carroll County Public Library offers a GoPro Hero 5 camera and accessory kit for check out to customers.

The GoPro Hero 5 kit is available to any Carroll County Public Library cardholder, age 18 and older, with an account in good standing.

- The Library will verify both the customer's age, with a picture ID, and account status before check out.**

The following parameters apply to checking out a GoPro camera and accessory kit:

- The loan period is **3 weeks**.
- There are **no renewals** for a GoPro kit.
- The late fee is \$.25 per day.

The GoPro Kit contains:

- GoPro Hero 5 camera
 - GoPro thumbscrew and mounting case (attached at check out)
 - USB charging cord
 - Adjustable chest strap
 - Adjustable head strap
 - Pelican carrying case
 - 2 GoPro booklets
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- The borrower must provide an SD memory card. SD cards are available for purchase at any library branch for \$15.**
 - The borrower is responsible for removing any SD memory cards used prior to returning the kit to the library.**
 - The Library is not responsible for any lost photos/video.**
 - Upon checkout, the borrower assumes full financial responsibility for the equipment and all of its components.** The working condition of equipment will be assessed by library staff before checkout and upon return.
 - The library recommends that borrowers inspect the equipment upon checking out and before leaving the circulation/service desk so that any problems may be immediately reported to library staff.
 - DO NOT PLACE GoPro EQUIPMENT IN THE BOOK DROP FOR RETURN.** Equipment must be checked out and returned to a branch of Carroll County Public Library during **REGULAR BUSINESS HOURS** at a branch circulation/service desk. Equipment placed in the book drop will not be checked in and will not be removed from the borrower's library account.

- Equipment **MUST** be inspected for damage, proper working condition, and presence of accessories in the kit before being checked in and being removed from the borrower's library account.

- For lost, broken or damaged items, the borrower will be charged the replacement cost as follows:

| <u>Cost</u> | <u>Item</u> |
|-------------|------------------------|
| \$400 | GoPro Hero 5 Camera |
| \$10 | USB Charging Cable |
| \$25 | Pelican Carrying Case |
| \$15 | Adjustable Chest Strap |
| \$10 | Adjustable Head Strap |

- Borrower signature is required before checkout and will be kept on file at the library acknowledging user has received, read, understands, and agrees to abide by the outlined in this procedure. This information will be kept on file by the Library for the duration of the borrowing period, or for up to a period of one year.

GoPro Kit Borrower Acknowledgement Form

I have received, read, understand, and agree to abide by the GoPro Kit agreement as outlined above by the Carroll County Public Library. I further agree that I will indemnify and hold harmless the Carroll County Public Library, its trustees, officers, agents and employees from any injuries or damages sustained arising from my use of the issued equipment.

Borrower's Name: _____

Library Card Number: _____

Date: _____

Staff Initials/Branch: _____