

Oscar Foss Memorial Library Record Player Agreement

The Oscar Foss Memorial Library's record player is available to borrow to play our collection of vinyl. It is available for a **three week loan period and there are no renewals.**

User Agreement for Borrowing the Record Player

Borrower must be 16 years old with a valid driver's license and library card in good standing (no overdue materials). Borrower must sign this agreement and confirm his/her contact information at the time of checkout.

I, _____, take full responsibility for the record player I am checking out. Any needles that are broken or lost while in my care will be my responsibility to replace. The replacement cost of the record player will be \$99 if the item is lost, stolen, or broken while in my care. I will pay the replacement fee of \$99 if I fail to return the item or return it in an unusable condition (to be determined by the library director). All other library privileges will be blocked until payment is received.

I agree that the device is in working order at the time I am checking it out. I agree to the Oscar Foss Memorial Library's Rules for Use of the Record Player (on back of this form).

My signature below indicates that I have read and agree to the terms of this borrowing agreement.

User Signature: _____

Driver's License/Government issued ID information: _____

Verify patron record is up-to-date: _____

Checkout Date: _____ Due Date: _____

Staff Use:

Checkout:

Staff Member Name: _____

- Player is functional/No damage
- Needle cover, needle & Plug are included
- Gave user copy of this completed agreement

Check in:

Staff Member Name: _____ Return Date: _____

- Player is functional/No damage
- Needle cover, needle & Plug are included
- Gave user copy of this completed agreement

Rules for Use of the Record Player

- Do not let anyone else borrow the record player or allow children to play with the device while checked out to you.
- Be cautious with the record player. Use the arm lift provided to move the arm onto the record. Be careful bang the arm or needle on the record.
- Do not leave the record player unattended while in your possession.
- Return all parts of the device, including the needle cover, the plug, and any extra needles or instructions. Any missing items may result in charges.
- Return the record player inside the library directly to a staff member. DO NOT leave record player in drop box or outside library. Do not leave the record player on the circulation desk if a staff member is not present.

Your cooperation in keeping the record player in good condition for other patrons is greatly appreciated. Thank you.