**Skagit Valley College - Mount Vernon Campus**

**Library Technology Agreement**

**In order to check out any media device you must be a currently registered student. A current SVC picture ID card is required to check out any of the media devices.**

**The following library media devices are available for check out at the circulation desk of the SVC Mount Vernon Campus Library:**

1. **Take Home Laptops:**

**Check out period: 1 week, renewals allowed only if other laptops are available**

* **Replacement fee for a lost/damaged laptop is $910.00; power cord is $30.00.**
* **Overdue fines are $2.00 per day ($1.00 for laptop and $1.00 for power cord = $2.00)**
* Take home laptops are to be checked out and returned to the Mount Vernon Campus Library ONLY.
* **Your initial login to the laptop must be done BEFORE leaving campus Login using your MYSVC user account information (ex.: rsmith1234 OR rsmith1234@mysvc.skagit.edu)**
* Renewals are allowed ONLY if there are take home laptops available for others to check out; otherwise there is a 2 hour wait before checking another one out.

1. **Library Use Only Laptops:**

**Check out period: 4 hours, renewals allowed**

* Replacement fee for a lost or damaged laptop is $1600.00; power cord/mouse is $10.00.
* Fines are $1.00 per hour overdue.
* Charger/mouse pack is available for check out with the laptop.

**By signing the form below, you agree:**

* To accept full responsibility for any media device checked out to you.
* To pay for any damages to the device while it is checked out to you.
* **DO NOT LEAVE ANY LIBRARY DEVICE OR ACCESSORIES UNATTENDED OR LEND THEM TO FRIENDS.**
* Return checked out devices to a library staff member at the circulation desk and wait until your record is cleared before leaving the library.
* Library media devices are covered under the SVC Code of Conduct and SVC Acceptable Internet Policy.
* I understand that failure to comply with any of these rules and guidelines will result in loss of the privilege of borrowing any library media devices.

**You are responsible for reading and understanding the terms of use for all devices.**

I acknowledge that I have read, understand and agree to all of the above statements regarding the use of borrowing any of the library media devices made available to me.

PRINT NAME:

SIGNATURE: SID #:

STAFF MEMBER INITIALS: DATE: