

Otsego County Library WiFi Hotspot Lending Policy & Form

Approved – 3/21/2023



Terms and Conditions

A “hotspot” consists of the mobile wireless hotspot device itself, as well as its charger and case. When a patron borrows a mobile hotspot, the patron’s use of the equipment is available under the following terms and conditions. These terms and conditions are in addition to the standard Library policies including the Internet Use Policy and other terms and conditions described below for which the user is responsible.

In order to borrow a hotspot, patrons must be 18 years of age or older and have an Otsego County Library card (in good standing). At the time of checkout, the borrowing patron must present his/her library card and state-issued ID. Upon checkout, Library staff will confirm, in the presence of the borrowing patron, that all items are present in the hotspot kit. The patron must sign the Library’s Hotspot Agreement before a hotspot can be checked out. Only one hotspot may be borrowed on a patron’s account at any one time. The loan period for the hotspot is 14 days with no grace period and no renewals.

The Library will accept holds on the hotspot. Patrons will be notified when their hold is ready for pick-up. Patrons will have 72 hours from the time of this notification call to check out the hotspot, after such time it will be released to another patron.

Overdue hotspots will be deactivated. Patrons are not permitted to return the hotspot to the Library’s book drop. Rather, hotspots must be returned directly to a Library staff member, who will verify that all components of the hotspot are accounted for before checking it in from the borrowing patron’s account. The hotspot will not be considered returned until all components of the hotspot are returned.

By borrowing and initiating use of the Library’s hotspot, the user agrees to abide by the Library’s policies and rules, and agrees to hold the Library and its agents harmless from any and all claims, losses, damages, obligations, or liabilities, directly or indirectly, relating to the use of the Library’s hotspot and internet access provided by the Library. Deliberate altering of any files or modifying the configuration of Library-owned equipment is strictly prohibited.

Internet service relies on cell tower technology and coverage. User experience can vary based on location. The Library is not responsible for personal information shared over the internet or for information or websites accessed. The Library is not responsible for any liability, damages, or expense resulting from the use of the hotspot.

Service outside the continental United States is prohibited; any fees associated with use outside of this area will be the responsibility of the borrower. International data fees can be incurred in the United States if the Hotspot is in close proximity to an International border and connects to International towers.

The borrowing patron will be responsible for lost or damaged hotspots and accessories (includes theft thereof). Patrons must be mindful of current replacement costs of mobile hotspots and accessories before borrowing, as he or she will be responsible for paying the actual replacement cost of a damaged or lost hotspot device or accessories. Hotspots must be kept in a temperature and humidity-controlled environment (not left in vehicles, extreme temperatures or wet locations). Parents/guardians are responsible for the use of the Hotspot by minors.

Three (3) late returns for any device checkout will result in being permanently banned from borrowing all devices.

Internet Use

Otsego County Library is not responsible for any information accessed or action taken by a patron while using a Wi-Fi Hotspot. Hotspot users are encouraged to use safe Internet practices. Using the hotspot to access any online content determined to be illegal or obscene according to federal, state, or municipal law will result in revocation of hotspot borrowing privileges and potentially criminal prosecution.

To comply with the Children's Internet Protection Act (CIPA), internet content is filtered. Please be aware that content filtering is not always failproof and content that should be blocked can on rare occasions be accessed while content that should not be blocked may inadvertently be unavailable. If you wish to have the content filtering turned off, please let us know at the time of check out or contact the Library at (989) 732-5841. Turning on and off filtering may not happen immediately depending on the availability of staff to access the system.

Current replacement costs *Note that these costs are subject to change based on current market pricing



MiFi Hotspot	\$199.99
Case	\$16.00
Charger and cable	\$15.00

Contact Us

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Gaylord, MI 49735

989-732-5841
ocl@otsego.org

This project is funded (in part) with a Library Services and Technology Act grant from the Institute of Museum and Library Services administered by the Library of Michigan.

Acknowledgement of Wi-Fi Hotspot Lending Policy (Terms and Conditions, Internet Use and Replacement Costs)

I _____ (print full name), understand and agree to these rules of use. By signing this agreement, I accept the above loan policy and am stating that I am responsible to return this equipment to Otsego County Library in good working condition and free from damage. I understand that if the hotspot is not returned its wireless service will be discontinued and will be unusable. Hotspots are checked out for a period of 14 days. I acknowledge that a Wi-Fi Hotspot is NOT to be returned in the outside book drop, but must be returned to the Circulation Desk.

Please fill out the following fields:

First Name: _____ Last Name: _____

Library Card Number: _____

Email Address: _____ Phone: _____

Signature: _____ Date: _____