

3.15.1 LOST & DAMAGED LIBRARY EQUIPMENT AND ACCESSORIES POLICY

Users are responsible for loss, damage or any alteration to equipment that they use in the library or that is checked out on their library card. This includes, but is not limited to, library-owned items such as Glowforge Laser Printer, 3-D printers, sewing machines, Cricut Maker, virtual reality equipment, and robotic equipment. **Such loss, damage or alteration will result in damage charges and may cause loss of some or all library privileges.**

Damage Charges for Library Equipment and Accessories

- Borrowers and other users who damage library equipment or accessories, whether equipment located in the library or items checked out, are subject to charges that will vary according to the extent of the damage.
- For seriously damaged equipment or accessories, the library may assess the borrower full replacement or repair charges and service processing fees. Replacement costs for library equipment items are based on the current retail price of the item.
- Damage charges that do not require full replacement of the item are determined on a case-by-case basis.

Lost Charges for Library Equipment and Accessories

- Replacement costs are based on the retail cost of the item(s)

Adopted revised version on March 21, 2024 by the Asotin County Library Board of Trustees.