

Burnham Memorial Library
Colchester, VT

**BOOK CLUB KITS
BORROWER RESPONSIBILITIES**

The Burnham Memorial Library lends our "It's in the Bag" Kits to anyone, 18 years or older, with a library card in good standing (no fines or overdue items), for six weeks. The kit will be checked out to the individual picking up the bag. That patron is completely responsible for the bag and all of its contents.

I _____, take full responsibility for the kit I am borrowing. I will pay the replacement fee (of up to \$150.00) if I fail to return the kit with all items or if in unusable condition (to be determined by the Library Director).

Library staff will check to ensure that the kit is complete prior to check out. However, as the person responsible for the kit and its contents, I understand that I am encouraged to verify that all items are accounted for prior to leaving the service area.

I understand that the kit can be checked out for a period of six weeks, with no renewals at this time. If the kit is more than 28 days overdue and I do not return it, I understand that I will held responsible for the cost to replace the kit (up to \$150.00) if I don't return the kit within three business days of being notified.

I understand that the kit must be returned inside the Library directly to a Staff member. The kit may not be returned in the outdoor drop boxes. If I return the kit in a drop box, I will be charged a \$25.00 minimum fee.

This agreement covers the use of multiple kits over an extended period of time.

Borrower Signature: _____

Additional Notes:

- No more than two kits can be checked out to your account at one time.
- Do not leave the kit on the Service Desk if a Staff Member is not present.
- Any damage will be noted on your record and billed accordingly.
- If lost or returned damaged, your library account will be restricted until the replacement fee is paid in full.

I understand and agree to these rules for use:

Signature: _____ Date: _____

*Approved by the Burnham Memorial Library Board of Trustees: December 18, 2014
Amended by Board of Trustees: February 20, 2020; June 16, 2022*