



REEDSBURG PUBLIC LIBRARY

EQUIPMENT RENTAL AGREEMENT

370 Vine Street ~ Reedsburg, Wisconsin 53959 ~ 608-768-READ ~
www.reedsburglibrary.org

Item Reserved

Staff Initials

Date Received

Applicant Information *(please print)*

Name: _____ Date of Rental: _____

Address: _____

Driver's License #: _____ Library Card #: _____

Telephone: _____ E-mail: _____

Must be at least 18 years of age and be a registered card-holder for a minimum of one week prior to rental. Rental of materials requires a valid library card, in good standing, and a photo ID.

14 DAY CHECKOUT (NO FEE)

- Cassette Recorder
- Sony Handycam Camcorder
- DVD Converter
- Flip Mino Camcorder
- Karaoke Machine
- Mobile Hotspot
- Photo/Film/Slide Scanner
- Speakers
- Tripod

3 DAY CHECKOUT (\$5 PER DAY)

- Multimedia Projector
- LED Projector
- Overhead Projector
- Opaque Projector
- Slide Projector

3 DAY CHECKOUT (NO FEE)

- Outdoor Projection Screen (8'x12') (No fee)
- Presentation Screen (Coming Soon) (No Fee)

I am responsible for the use and care of the equipment for the duration of checkout, including applicable" fines as well as the cost of repair or replacement in the event of loss or damage.

I will return the materials to the Library during open hours so that Library Staff may assess the condition" of the equipment. **RETURN AT REEDSBURG LIBRARY ONLY. DO NOT RETURN IN BOOKDROP**

Late Fees are \$5.00 per day for all equipment.

I will pick up the item by library closing on _____. If I do not pick up as scheduled or contact the" library in advance to change the pick-up time, my reservation will be canceled.

I agree to return the materials on or before the library closes on the **Due Date:** _____ .

Initials/Signature of Applicant _____ **Date:** _____

Initial for Reservation Signature Required for checkout

<u>CHECK OUT</u>	<u>CHECK IN</u>	<u>ONLINE CALENDAR</u>
Payment Rec'd: \$ _____ <input type="checkbox"/> Contents Checked <input type="checkbox"/> Date Due manually changed Staff Initials: _____	<input type="checkbox"/> Contents Checked <input type="checkbox"/> Item worked for patron <input type="checkbox"/> Item in working order Staff Initials: _____	<input type="checkbox"/> Reservation #33FFFF <input type="checkbox"/> Checked out #FF3333

3-DAY CHECKOUT - \$5/DAY TO CHECKOUT - \$5/DAY IF OVERDUE

Multimedia Projector – Projector for use with DVD, personal computer or other device. Small speaker in projector, but you may wish to reserve peripheral speakers for use with this device.

LED Projector – Projector for use with DVD, PC or other device. This has the same functionality as LCD projector, but more portable and user friendly.

Opaque Projector – Projector for enlarging images on standard paper or other opaque media.

Overhead Projector – Projector for use with transparencies.

Slide Projector - Carousel-type slide projector for home use.

14 DAY CHECKOUT – NO FEE - \$5/DAY IF OVERDUE

Cassette Recorder – Plays and records audiocassettes.

Sony Handycam Camcorder – Video or still image camera requires cassette or memory stick (not included) Cables for connecting to TV or PC are included.

DVD Converter – Converts media to DVD format. Device includes RCA cable and DVD component. May be hooked up to your computer, TV, VCR, Video Camera or other device. Blank DVDs are not included.

Flip Mino Camcorder – Simple to use digital video camera with integrated USB connector. Includes software for uploading videos to your computer.

Karaoke Machine – Portable unit with integrated CD player, speakers and microphone. Requires CDG format discs for Karaoke use (1 included). Can be used with regular audio CD for sing-a-long.

Kindle - E-book reader that comes pre-loaded with a variety of titles.

Kindle Fire – E-book reader and tablet, pre-loaded with a variety of titles & apps.

Mobile Hotspot – Uses cellular network to provide free Wi-Fi access for up to 10 devices. (Pilot Project)

Nook – - E-book reader that comes pre-loaded with a variety of titles.

Photo/Film/Slide Scanner – Scanner for converting photos, film and slides to digital format. Images may be saved to your PC via included USB cable, or to SD card (not included).

Speakers – Speakers with standard 3.5mm plug. Can be connected to projector, audio player or other device.

Tripod – Tripod with standard screw attachment for use with cameras or projectors.

3-DAY CHECKOUT – NO FEE - \$5/DAY IF OVERDUE

Outdoor Projection Screen - Enormous 8 foot by 12 foot screen. Perfect for outdoor movies & programs.

Presentation / Projection Screen – COMING SOON

NO RESERVATION REQUIRED - ASK AT THE DESK

14 DAY CHECKOUT – NO FEE - \$5/DAY IF OVERDUE

Portable CD Player - Listen to Music or Books on CD. Batteries and headphones or speakers required

iPod Shuffle - Download AudioBooks or Upload your music library (Personal headphones or speakers required)

SD Card Reader - Transfer pictures or files from your camera or other device

3.5” Floppy Drive - Transfer data from your disks to your computer

FM Transmitter - Listen to Playaways or other players on your car or home stereo