

## LIBRARY OF THINGS LENDING POLICY

The Merrimack Public Library circulates non-traditional items to Merrimack Public Library cardholders via our Library of Things (LOT) collection. The guidelines set forth in this policy govern the access to the items in the LOT collection, as well as the expectations of the cardholders who interact with these items. With the exception of the guidelines outlined in this policy, circulation of and access to the Library's LOT items is subject to the same guidelines as set forth in the Merrimack Public Library's Circulation Policy. In the case of a discrepancy between this policy and the Library's Circulation Policy, this policy will take precedence.

LOT items may be checked out for a 7-day loan period. The following restrictions apply:

- Certain LOT items require the Cardholder to sign a waiver before the item can be circulated. The waiver ensures that the borrower “release, waive, and hold harmless, on behalf of myself, my heirs, assigns, and executors, the Merrimack Public Library and its Trustees and employees, the Town of Merrimack and its officials and employees, from any loss, damage, or injury to persons or property arising from the Equipment.” The signer must be an individual 16 years of age or older; individuals under 16 years of age who wish to borrow one of these items must do so in the presence of a parent or caregiver over the age of 16 who is willing to sign the waiver and accept responsibility on their behalf.
- Cardholders who check out Library of Things items agree to return the items in clean and working condition, with all parts and components included, and agree to assume financial responsibility of any component that was damaged while in the care of the library cardholder or of any component that is not included at the time the item is checked in by Library staff.
- LOT items are not eligible for renewal and are excluded from the Library's auto-renewal service.
- LOT items must be checked out at the Merrimack Public Library's circulation desk. These items are not eligible for the shipping service offered with the GMILCS Common Borrower Card and will not be shipped to another GMILCS library under any circumstances.

Approved by the Library Board of Trustees 2.2.17, 6.19.18 as “Kit Lending Program”

Expanded as “Library of Things Lending Policy” and Approved by the Library Board of Trustees 2.15.22