Wi-Fi Hotspot Lending Policy

The Kewaunee Public Library has established a Wi-Fi hotspot lending program to provide patrons in our community with high-speed internet access. With this program, students can use the Internet for help with homework and projects, employees can travel with reliable internet access to meetings and presentations, and patrons can have home access to the Library's digitals resources such as our databases, eBooks, streaming music and movies, and more. Patrons will be able to take advantage of our Wi-Fi hotspot lending program with an InfoSoup Library card.

The Library is not responsible for any liability, damages or expense resulting from use or misuse of the device, connection of the device to other electronic devices, or data loss resulting from use of device. Any use of the device for illegal purposes, unauthorized copying of copyright protected material in any format, or transmission of threatening, harassing, defamatory or obscene materials is strictly prohibited. See Kewaunee Public Library Internet Policy.

Eligibility: Wi-Fi hotspots may be borrowed by InfoSoup Library card holder's ages 18 years of age or older, with a valid library card in good standing, and a permanent residence for 60 days. (I.D. address must be current home address).

Availability: Hotspots are available on a first-come, first served basis. If a Hot Spot is available on that day, a reservation by phone may be made on Hot Spot for a maximum 2 hour time period. The patron reserving the device must present an InfoSoup Library card and pick the unit up in person. You will be asked to sign a User Agreement that reiterates the provisions of the Mobile Hotspot Policy. The library reserves the right to refuse service to patrons who abuse equipment or who are repeatedly late in returning materials.

Loan Period: Hotspots are checked out for a 7-day period (with no renewal.) Hotspots checkout is limited to one per household. When the hotspot is returned, there is a 24-hour waiting period to checkout another hotspot device by that household. In the event of an emergency where the Library is without wireless internet, the Library reserves the right to cancel reservations or recall hotspots in order to provide wireless service at the Library for public use.

Returns: Hotspots must be returned **inside** the Kewaunee Public Library only. This is a fragile piece of equipment. If it is put in the book drop, it may become damaged as other items are returned, thus hotspots may **NOT** be returned in the Book Drop. Patrons will be responsible for damage to the item if it is returned via the book drop. Returns via the book drop will result in a $5.00 fine.

Cancellation: Reservations may be cancelled by phone or in person.

Late Fines: There will be a $5.00 per day charge if the hotspot is returned late, up to the full replacement cost. If after 2 weeks from the due date, the hotspot is not returned, the borrower will be charged a $140 replacement fee. Repeated late returns may result in loss of hotspot borrowing privileges.

Lost or Damaged Hotspot: The borrower assumes full responsibility for the cost of repair or replacement in the event that the hotspot is lost, stolen or damaged. The charge for a lost or damaged hotspot is $100. This includes, but not limited to, any damage caused by returning the hotspot using the Book Drop. Damage of devices is not limited to broken materials, but can also include water damage or smoke damage. Please do not eat, drink, or smoke around devices and be courteous to the patron who may borrow it next. The cost for an unreturned charger and/or cable is $20.00. The cost for an unreturned box is $20.00.

Internet Use: The Kewaunee Public Library is not responsible for information accessed using this device or for personal information shared over the internet. Hotspot users are encouraged to use safe internet practices. See Kewaunee Public Library Internet Policy.

Privacy Policy: Your internet usage is not tracked by the Library. The Library does not have access to or collect specific usage data. The Library does not provide patron information to the service provider. The only data about the hotspot program that the Library collects is the following:

- Total amount of data transmitted and received by each device (not user) during a billing cycle.
- Anonymous circulation data related to checkout of the hotspot devices.

Updated and approved September 13, 2023