

Equipment Use Policy

Public computers are available to patrons on a first-come, first-serve basis. There is no charge for use of the Public computers, however, in order to make the service available to as many patrons as possible; a time limit for usage has been imposed. That time limit is 60 minutes. Library staff is available for general assistance in using the computer. However, staff is not expected to train patrons in the use of application programs. Printing is available. Printing costs are \$.25 per copy per side, black and white. Color copies are \$.50 per copy per side. All printing must be paid for at the conclusion of the session.

A photocopy machine is available to patrons who wish to copy materials at the rate of \$.25 per page per side for black and white and \$.50 per page per side for color copies. Copy machine users are advised that there are restrictions on copyrighted materials. Any violation of copyright is the responsibility of the copy machine user.

Faxing is available for \$.75 per page, including a cover page.

The Library is not responsible for any equipment, supplies, materials, clothing, or other items brought to the Library by any group or individual attending a meeting. The Library Board and staff do not assume any liability for groups or individuals attending a meeting in the Library.

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