

## SECTION VI. CIRCULATION

### O. Provisional Wireless Hotspots Policy

Updated August 2024

#### Introduction

To promote equitable access to the Internet and online resources, the William P. Faust Public Library of Westland offers wireless hotspots as a part of its circulating collection. A wireless hotspot is a device that can create a wireless network so patrons can connect to the Internet via any Wi-Fi-enabled mobile device, laptop, smartphone, tablet, printer, digital camera, Smart TV, or gaming device. The collection is primarily intended for temporary use to complete educational assignments, employment applications, special projects, and other recreational services. Wireless hotspots **are not intended** to provide patrons with a permanent solution to Internet access.

Each Hotspot circulates in a case along with a USB-C cord, AC charger with USB port, and instruction sheet. The user is responsible for returning materials in good condition and will be responsible for repairing or replacing the unit or any component returned damaged.

#### Borrowing Regulations

Hotspots should be checked out and returned inside the Library at the Circulation Desk, not in the book drop, and not to another library. Patrons are responsible for damage to the item if it is returned in the book drop or to another library.

The following borrowing rules apply to wireless Hotspots:

1. Hotspots are limited to residents of Westland 18 years of age or older whose card is in good standing.
2. Hotspots check out for fourteen (14) days. The Library will terminate wireless service to the Hotspot if not returned by the due date.
3. Westland Library cardholders may check out one (1) hotspot per library card. [A hold may not be placed for another hotspot on an account with a checked out hotspot.](#)
4. Hotspots cannot be renewed. Patrons may place holds on wireless Hotspots in the Library's catalog. Hotspots are not available for locker holds.
5. [It may take up to 48 hours for hotspots to be checked in to allow time for inspection, heating and repairs if needed.](#)
6. Patrons must have either a valid phone number or an email address on their library card account to check out a Hotspot.
7. The Library does not guarantee that the Hotspot will provide a consistent Internet connection. Connectivity may fluctuate based on a variety of circumstances.
8. Users agree to abide by the Westland Public Library's Wireless Hotspot Policy.

Service is only available within the continental United States, Canada, and Mexico. If the device is outside the service area, The Library will bill the user for all roaming charges and any other associated fees.

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Last Name	<input type="text"/>
Due Date	<input type="text"/>

#### User Responsibilities

Wireless Hotspot users are expected to follow safe Internet practices. The Library is not responsible for information accessed using this device or for personal information that is shared over the Internet.

Westland Public Library is not responsible for damage to a user's personal property due to use of the library's wireless hotspot. The Library is not responsible for any computer viruses that may be transferred to user devices.

Tampering with library equipment, including bypassing security functions, is prohibited. Users must use the power cord provided by Library with the wireless hotspot. Users not abiding by the terms of this policy risk having their borrowing privileges terminated.

The following fees are associated with borrowing wireless hotspots from the Westland Public Library:

- Replacement Costs:
  - Wireless Hotspot Unit: **\$85.00**
  - SIM Card: **\$20.00**
  - Battery: **\$15.00**
  - Power Adapter: **\$10.00**
  - Replacement Case: **\$10.00**

The Westland Public Library reserves the right to turn patron accounts with long overdue, lost, or damaged items over to a collection agency.

Patron Name: \_\_\_\_\_ Patron Barcode: \_\_\_\_\_

I agree to assume full responsibility for the safety and care of the above wireless hotspot equipment during the time it is checked out to me. My signature below acknowledges that I have read, understood and agree to all of the terms and conditions of the Westland Public Library Wireless Hotspot Policy. I understand that if the item is returned damaged, I will be assessed a fee to repair or replace the hotspot. A replacement charge will be assessed if the item is not returned.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_