

Chatham Area Public Library Telescope Borrowing Agreement

Name:

Library Card Number

Borrower's Agreement

I, _____, take full responsibility for the telescope and its accessories. I understand that should the telescope and/or any of its accessories be damaged, broken, stolen, returned in an unusable condition, or lost while in my possession I will be responsible for the cost of replacement or any repairs due to damage.

Replacement Costs

Telescope, finder, lens, eyepieces	\$300	Laminated User Guide	\$15
Bag	\$10	Night Sky of North America	\$15
Headlamp (red and white lamp)	\$15	Quick Start User Guide	\$5

Total Replacement Cost: \$ 360

- _____ I understand that the telescope may be checked out by a member of the Library who is 18 years or older, in good standing. (Patron must present a valid State Driver's License or a government issued ID)
- _____ I understand that I am not allowed to loan the telescope to anyone else.
- _____ I agree to **NEVER look directly at the sun through the telescope or its finder scope, for even a moment. It is understood that permanent eye damage could result. Even pointing the telescope at the sun could result in telescope parts melting.**
- _____ I understand that the telescope must be returned directly to a staff member.
- _____ I understand that the telescope will be checked out to me for fourteen (14) days. **If the telescope is not returned within 2 weeks of its due date, I will be held responsible for the full replacement costs.**
- _____ I understand that the telescope **MUST** be transported in a vehicle and secured with a seat belt.
- _____ I agree that the telescope is in working order at the time I am checking it out.

Children under the age of 18 must be supervised by an adult while using the telescope.

CAUTION: Do NOT look at the sun while using the telescope; doing this can BLIND the user. The library is not responsible for any damages a patron inflicts on oneself or the telescope.

Initial here: ***** _____ *****

Borrower's Signature

Date

Staff Use:

CHECK OUT

Staff Member Name: _____ Check out Date _____

- Telescope is functional/ No damage
- Instruction Booklet, Night Sky of North America & Headlamp in the telescope's bag
- Patron ID and age checked against patron record
- Confirmed user contact information (home address, telephone number, and email address)
- Provided a copy of this agreement to patron
- Trained patron on how to
 - Carry Telescope
 - Transport it in the vehicle
 - How to point the telescope

CHECK IN

Staff Member Name: _____ Check In Date _____

- Telescope is functional/ No damage
 - Teal tube is in black holder, silver screw attached on the telescope itself
 - Eyepiece and cap attached; eyepiece is not scratched (DO NOT wipe or attempt to clean lens as coating can be damaged).
 - EZFinder attached with scope
 - Batteries operational in Finder (patron not responsible for battery replacement, flag if they are dead.)
 - Open the tube and make sure both mirrors are not cracked or covered in any substance
- Instruction Booklet, Night Sky of North America & Headlamp in the telescope's bag
 - Check that the headlamp works both in red light and white light settings (patron is not responsible for batteries, flag if the lamp is not working).