



BORROWING GUIDELINES

Users are expected to comply with the Rowan County Public Library ("RCPL," "the Library") Code of Conduct and other applicable policies, and must observe copyright laws and principles of fair use.

To borrow Library of Things ("LoT") equipment, including "specialty items" (e.g. those recommended for adult use only by the manufacturer), users must be 18 years of age or older and possess a valid RCPL card with their current address and no outstanding fees above \$10.00USD. Please note that online cards, temporary cards, and guest passes do not include borrowing privileges for the Library of Things.

A signed LoT waiver and a valid government-issued photo ID are required to check out equipment.

Patrons are limited to 3 concurrent checkouts from the LoT.

Cardholders are responsible for all materials checked out on their library card. In the event that an item is lost or not returned, charges will be applied to the cardholder's library account in the amount of the item's value. Should an item be damaged, the cardholder will be charged for repairs to or replacement of the item, as appropriate.

The reservation holder must be present to check out items. The Library is unable to check LoT items out to family members, friends, or other representatives who do not have an appropriate Card Usage Agreement on file.

The Library reserves the right to deny any reservation.

RCPL reserves the right to cancel a reservation if equipment is not checked out within 24 hours after a reservation begins.

Please note that reservations depend upon the previous borrower returning items on time.

Failure to return items by their due dates will result in a loss of borrowing privileges. Patrons agree to communicate to the Library whether they cannot return items by these dates.

Users must clean and inspect equipment before returning.

RCPL is not responsible for any loss of or damage to patron data, property, or person due to hardware or software malfunctions, electrical surge or failure, misuse, or any other cause while the patron is using Library equipment.



Library of Things

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Do not leave Library equipment unattended or in the possession of others. The reservation holder is the only person permitted to use items borrowed from the LoT.

Data saved to Library equipment should be deleted before returning. RCPL cannot guarantee access to the data once items have been returned.

No food, drink, or smoking is allowed near Library equipment.

Library staff are not available for training. Users are expected to have a working knowledge of items borrowed from the LoT.

SAFETY GUIDELINES

Users are expected to read and comply with all safety and user manuals before operating LoT equipment. Manuals can be found under the product listing in the LoT catalog and/or inside an item's packaging. Users are responsible for contacting the Library if they need assistance with locating a product's manual(s).

Users must wear appropriate personal protective equipment (e.g. safety goggles) when operating LoT items, as directed by product manufacturers.

While some personal protective equipment may be provided with the item being checked out, users are responsible for supplying any additional equipment needed for proper use of LoT items.

Users must inspect LoT items for damage or safety concerns prior to use. Damaged items should not be used. Users must report malfunctions by or damage to LoT equipment upon return, at which time Library staff will inspect kits and other items for missing parts, etc.

By taking possession of any LoT item, the user certifies that they are capable of using that item in a safe and proper manner.