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## **BARTLETT PUBLIC LIBRARY DISTRICT MOBILE HOTSPOT LENDING POLICY**

A Mobile Hotspot is a device you can use to connect a mobile-enabled device, such as a laptop, smartphone, or tablet, to the Internet. The hotspot is portable, so you can connect your device almost wherever you are. More than one device can be connected to the hotspot and in most situations, up to ten devices can be connected.

### **What do I need to check out a mobile hotspot?**

- A valid (not expired) Bartlett Public Library District card.
- You must be 18 years of age or older.
- If you owe the Bartlett Library more than \$15.00, you will not be able to checkout a hotspot.
- Only one (1) hotspot may be borrowed on a patron's account at any one time.

### **How long can I keep the mobile hotspot?**

- Hotspots are available on a first-come, first-served basis. They can be checked out for three (3) weeks. Hotspots can be renewed up to two (2) times as long as it is not reserved for another patron.

### **What happens if the mobile hotspot becomes overdue?**

- Late charges are \$1.00 per day.
- If a hotspot is three (3) or more days overdue, service to the hotspot will be cut off.

### **What if I break or lose the mobile hotspot or any of its associated components?**

- If you lose or break the hotspot, you will be charged for the full replacement cost which is \$62.00.
- If you lose or break any of the associated components (such as the charging cable), you will be charged \$10.00.

### **Does the device have content filtering?**

- No. Internet content filtering is not provided through the hotspot.

### **How do I return the mobile hotspot?**

- Hotspots must be returned to a staff member at the Bartlett Public Library District. You must return the hotspot with all parts (carrying case, charger cable, adapter, and battery).



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- Please do not return in the book drop as this could cause damage for which you would be responsible.
  - Do not return the hotspot to libraries other than the Bartlett Public Library District.

### **How do I turn on the mobile hotspot?**

- Turn on the hotspot by pressing the power button for three (3) seconds.

### **Other mobile hotspot facts:**

- Deliberately altering or modifying the configuration of Library-owned equipment is strictly prohibited.
- Internet services rely on cell tower technology and coverage.
- Service outside of the Chicagoland area is prohibited; any fees associated with use outside of this area will be the responsibility of the borrower.
- User experience can vary based on location.
- The Library is not responsible for personal information shared over the internet or for information or websites accessed.
- Hotspots must be kept in a temperature-controlled environment (not left in vehicles or in extreme temperatures).
- Parents/guardians are responsible for the use of the hotspot by minors.
- No information about your internet usage is tracked either by the Library or by the internet service provider. The only data about the hotspot program that the Library collects consists of the following:
  - Total amount of data transmitted and received by each device during a billing cycle
  - Anonymous circulation data related to checkouts of the hotspot devices

The Bartlett Public Library District is not responsible for any information accessed or action taken by a patron while using a mobile hotspot. Hotspot users are encouraged to use safe Internet practices. Using the hotspot to access any online content determined to be illegal or obscene according to federal, state, or municipal law will result in revocation of hotspot borrowing privileges and potentially criminal prosecution.

The Bartlett Public Library District does not guarantee the security of any Wi-Fi network.