

## **River Falls Public Library Chromebook Checkout Policy**

Approved: 12/7/2015, 1/4/2016, 10/7/2019, 9/14/2020, 10/17/2022

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Chromebooks are laptops that only use Google Chrome as their browser and operating system, and they are fast, secure and simple to use. All of the Chromebook operations take place using the Chrome web browser and web applications either through a user's free Google account or in a "guest" mode – for those without Google accounts.

Chromebooks can create and share documents with Google Drive, play songs and movies with Google Play and video chat with Hangouts, all available at no charge. In addition, the Chrome Web Store offers thousands of free apps, themes and extensions.

Chromebooks will be available on a first come, first serve basis. Chromebooks may not be renewed online.

### **A Chromebook package includes:**

- 1 Chromebook
- 1 case
- 1 power-cord (2 parts)
- 1 user's guide

**Loan Policy Deposit:** \$50 refundable deposit (cash or check)

**Loan Period:** 14 days or longer if requested

**Renewals:** No renewals.

Chromebooks must be checked out from and returned to the desk at the River Falls Public Library. No courier to other libraries is available. Do not place in book drop.

**Fee for Damage or Loss:**

The library reserves the right to charge fees for damage or loss of the Chromebook, up to and including the current replacement cost.

Do not attempt repairs, adjustments or alterations of any kind. Fees may also be charged for replacement cost for loss or damage of package parts to include Chromebook, carrying case, power cords (2 parts) and user's guide. Library staff will check to see that all equipment is functioning properly upon return.

By checking out a library Chromebook, you agree to follow the Library Internet Use Policy. The library is not responsible for any loss of personal information/data or identify fraud that may result from using a library Chromebook.