



Tool Library Lending Policy

The Valley of the Tetons Tool Library is a free lending program for patrons of VTL.

1. Patrons must be aged 18 or over and have a valid Valley of the Tetons Library (VTL) card in good standing. All patrons will be asked to present their VTL library card and additional form of ID to borrow tools.
2. Check Out and Renewals
 - Items in the tool library are loaned for up to one week/7 days.
 - Tools are loaned on a first-come, first-serve basis. Holds can be placed on available items and will be held for up to 2 full business days.
 - Only the borrowing patron is authorized to use the checked out tool and shall not permit the use of tools checked out to them by any other person.
 - All tools may be renewed once depending on availability and demand.
 - VTL reserves the right to limit the number of tools borrowed and/or refuse or limit renewals based upon demand, failure to comply with these policies, or for falsification of any information.
3. Returns
 - Late returns result in a fee of \$5/day up to the value of the item.
 - Tools must be returned to library staff during public hours. If tools are dropped off into the drop box or left outside, the patron will be charged the full replacement cost of the item.
 - Borrowing privileges will be suspended until all fees are paid in full.
 - Tools must be returned clean, with all parts, and cords coiled.
 - Tools that have batteries are expected to be returned with a full charge.
 - Please inform staff of any necessary needs/supplies.
4. Damage
 - If any borrowed tool becomes unsafe or in a state of disrepair, the patron must immediately discontinue use of the tool and notify VTL staff of the issues upon return, if not earlier.
 - Patrons are responsible for lost, stolen, broken, and/or damaged tools – reasonable wear and tear expected. If tools are lost, stolen, broken and/or damaged, the patron is responsible for (a) notifying the police if stolen and reporting to VTL staff and/or (b) the cost of replacement and/or repair of the tool(s).
 - VTL is not liable for any property damage caused by the use of the tools and equipment including any damage caused by loading and unloading tools and equipment from the patron's vehicle.

VTL TOOL LENDING AGREEMENT

Patron Card Number _____

Patron Last, First Name (Print) _____

Phone # _____

Email _____

I_(initial)_____ state that I am capable and experienced in using the tools I am borrowing and that I will use the tools I am borrowing in a proper manner.

I_(initial)_____ waive any and all claims against Valley of the Tetons Library (VTL), its officers and employees for any injury of any nature that I may suffer or incur in the use of the tools that I am borrowing.

I_(initial)_____ agree to release and indemnify and hold harmless VTL from any and all liability loss damage and actions or causes of action for the death or injury to any persons and for any property damage suffered or incurred by any person which arises or may arise or be occasioned in any way for the use of tools I am borrowing from VTL. I am aware that VTL and its employees claim no expertise and make no representation concerning the fitness of any tool for any particular use.

I have read and understand the VTL Tool Library Lending Policy. I affirm the above is true and assume all responsibility for the tools loaned to me from Valley of the Tetons Library.

Patron Signature _____

Date ____/____/____

FOR STAFF TO COMPLETE:

TOOL NAME: _____ LAST 6 digits of ITEM ID _____

TOOL NAME: _____ LAST 6 digits of ITEM ID _____

TOOL NAME: _____ LAST 6 digits of ITEM ID _____

TOOL NAME: _____ LAST 6 digits of ITEM ID _____

TOOL NAME: _____ LAST 6 digits of ITEM ID _____

STAFF INITIAL _____

DUE DATE: ____/____/____