



Laptop Check out **LAPTOP#** _____ **DUE** _____

- I understand that laptop loans are for in-library use only, and cannot be removed from the library building.

- I understand that laptops may be checked out for 3 hours and must be returned on time to staff. Laptops must not be left unattended. Laptops not returned on time or left unattended will incur fines and/or loss of laptop privileges.

- I understand that overdue fines accrue at **\$1.00** for every hour, or portion thereof, until the laptop is returned.

Signature: _____

For Staff Use Only:	
Printed Name _____	
Date _____	Staff Initials _____
ID number _____ ID (check one):	
_____ CO Dr Lic	_____ Other State Dr Lic (state) _____
_____ Military ID	_____ School
Library Card #: _____	
Revised 2/6/19	



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