

South Burlington Public Library Telescope Lending Agreement

1. **NEVER look at the sun with the telescope;** doing this can damage the user's eyes permanently. The library is not responsible for any damages a patron inflicts upon themselves or the telescope.
2. The telescope may be checked out by a South Burlington Public Library card holder who is 18 years of age or older. The telescope is not available to loan through Inter-Library Loan.
3. The patron will sign a Telescope Lending Agreement each time they check out the telescope.
4. The telescope will circulate for 3 days and must be handed directly to a staff member when returned. Patron must wait for check-in to be completed.
5. If the telescope and its accessories are damaged, lost or stolen while checked out to a patron, a fee will be determined by the library based on the cost of repairing or replacing the telescope, and will be charged to the patron.
6. Children must be supervised at all times while using the telescope.
7. When transporting the telescope in your vehicle, please buckle it in with your vehicle's seatbelt.
8. Keep the telescope in a clean, dry, dust-free place; safe from liquids, extreme temperatures, and from being dropped. Store in a place protected from children and pets. Do not attempt to clean the telescope with chemicals or liquid. Keep dust caps on the front of the telescope and the focuser when not in use. Turn off the range finder when not using it. Do not store the telescope outdoors or in a car.

I have read the complete South Burlington Public Library Telescope Lending Agreement and take full responsibility for the Telescope I am checking out.

Printed Name

Signature

STAFF USE ONLY

Checkout

Staff member initials: _____ Date: _____

- ☐ Telescope has no visible signs of damage
- ☐ Telescope accessories (dust caps, etc.) are fully attached via their cords
- ☐ All accompanying materials are included (see Telescope Contents Sheet)
- ☐ Copy of this completed agreement given to patron

Check In

Staff member initials: _____ Date: _____

- ☐ Telescope has no visible signs of damage
- ☐ Telescope accessories (dust caps, etc.) are fully attached via their cords
- ☐ All accompanying materials are included (See Telescope Contents Sheet)
- ☐ Telescope returned directly to library staff member
- ☐ All paperwork given to the Circulation Librarian for appropriate filing or disposal

Describe any damage on the back of this form and check the item out to Repair. Attach a picture as available.