



LODI WOMAN'S CLUB PUBLIC LIBRARY

130 Lodi Street, Lodi, WI 53555-1217
Phone 608-592-4130 • Fax 608-592-2327

EQUIPMENT RENTAL AGREEMENT

Requirements for checkout:

- 21 years of age or older
- Valid library card in good standing
- Photo ID must be presented
- Must be registered in LINK for more than 1 week
- Checkout and return of all items at main desk must be done in person & during library hours

Equipment may be checked out for up to 48 hours. Late fee: \$25 per day per item

Checkout date: _____ Approximate time: _____

Return date: _____ Approximate time: _____

Information of the person who will be responsible for the items:

Name: _____

Address: _____

Phone: _____ E-mail: _____

Driver's License #: _____ Library Card #: _____

Organization or affiliation: _____

EQUIPMENT CHECKOUT: Location of use: _____

- | | |
|----------------------------------------------------------------------------|-------------------------------------------------------------------|
| <input type="checkbox"/> Opaque overhead projector (\$25 per day) | <input type="checkbox"/> Surge protector with 8' cord |
| <input type="checkbox"/> Multimedia projector & video cable (\$25 per day) | <input type="checkbox"/> Laptop computer (\$25 per day) |
| <input type="checkbox"/> L.O.D.I. sound system (\$5 per day) | <input type="checkbox"/> Flip video camera & tripod (\$5 per day) |

IN-LIBRARY ONLY EQUIPMENT:

- TV with VCR & DVD on cart with attached extension cord (\$5 per day)
- Small cart with attached extension cord

I will return the materials in person at the Lodi Public Library main desk during open hours and agree to wait while library staff assesses the condition of the equipment.

I understand that I am responsible for the use and care of the equipment for the duration of checkout, including checkout fees and late fines as well as the cost of repair or replacement in the event of loss or damage.

Signature: _____ Date: _____

FOR LIBRARY USE:

CHECK OUT: Contents checked Payment received: \$ _____

CHECK IN: Contents checked Condition checked Fines: \$ _____

Problems reported by patron: _____