

Central Arkansas Library System (CALs)
Library Telescope Project Borrower Contract

1. **The borrower agrees to never look directly at the sun through the telescope or its finder scope, even for a moment. It is understood that permanent eye damage could result. Even pointing the telescope at the sun could result in telescope parts melting. CALs will not be held liable for any injuries incurred as a result of telescope use.** _____ (Patron initials)
2. The borrower must be 18 or over and a CALs cardholder in good standing (i.e. with a balance of \$50.00 or less owed). Telescopes may not be checked out until a patron's address is verified by mail.
3. Only one telescope per library account may be checked out at a time. (Only one telescope per family card account.)
4. The borrower must notify the library immediately if there are any changes to the borrower's address, phone number, or e-mail address.
5. Telescopes are loaned for a two-week (fourteen days) period. If no other borrower has placed a hold on the telescope, it may be renewed up to five times.
6. The borrower may ask staff to place a hold, but a telescope may only be picked up at its home library.
7. The telescope must be returned to its home library and checked in with a library staff member. It may not be placed in the library book drop or left at the circulation desk without a staff member being informed of its return.
8. A \$5.00 per day fine will be applied to telescopes returned late. After two weeks, the borrower will be billed for the \$500.00 replacement cost of the telescope, and the library may take steps to retrieve the telescope up to and including collection agency and/or legal action.
9. When transporting the telescope in a car, borrower will secure it with a seat belt as described on page 5 of the Instruction Manual.
10. The borrower is responsible for reading the instruction manual for the telescope's proper care and use.
11. The borrower will not expose the telescope to water or extreme heat or cold.
12. The borrower will not point the telescope at the sun which could result in telescope parts melting.
13. Beyond normal wear and tear, any damages to telescopes will be the responsibility of the borrower regardless of the circumstances of said damages.
14. The borrower will only use the telescope for its intended purpose to view the nighttime sky.
15. The borrower is responsible for all items included with the telescope. If any of these items are damaged or lost, the patron will pay a replacement fee.
16. Barcodes and other identifiers may NOT be removed.
17. The borrower will turn off the EZ Finder scope when not in use to preserve battery life.
18. The borrower, by signing below, acknowledges that he or she is responsible for all charges accrued for any damage to the telescope during the lending period, and for the full replacement cost if applicable.
19. The borrower will return the telescope along with all of its parts – including pouch, Audubon Society Pocket Guide, Instruction Manual, lens cloth, flashlight, finder scope, batteries, and eyepiece. Missing parts will be billed to the borrower's library account.

Borrower Name (Print): _____

Borrower Signature: _____ Date _____

Borrower Library Card Number: _____

Telescope Barcode Number: _____

Library Staff Signature: _____

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Telescope Check-in

All telescope parts have been returned.

_____ Telescope

_____ Lens cleaning cloth

_____ Pouch on Telescope

_____ Flashlight

_____ Audubon Society Pocket Guide

_____ EZ Finder scope (turned off)

_____ Instruction Manual

_____ Eyepiece (pushed all the way down and set to lowest level)

Borrower Name (Print): _____

Borrower Signature: _____ Date _____

Library Staff Signature: _____