WiFi Hotspot Borrowing Agreement and Use

Borrower Information: (please print)

Name: _______________________________ Department: __________________________

ID Number: __________________________ Status: ____________________________
(faculty, staff, student, or VanderCook)

I understand that I am responsible for the safe and timely return to the Galvin Library circulation desk of this borrowed WiFi HotSpot device. I acknowledge that I have read and understand the Rules of Use listed below. If damages or late fees are incurred I understand that I am responsible for all charges as applicable. I also understand that intentional vandalism will result in being charged up to the full replacement cost of the hot spot, plus a processing fee.

Borrower Signature: _______________________________ Date: __________

Rules of Use:

• WiFi devices are provided and maintained by the Office of Technology Services (OTS).
  Problems with the device while you have it? Call, email or stop by the OTS Support Desk.
• You are responsible for ensuring the device is not damaged, lost or stolen while it is charged to you. The replacement fee for the WiFi device is $50, so consider the penalties before borrowing from the library.
• If you change the setting to “roaming” any charges incurred will be charged to your IIT student account. That includes using another network or international service. Do not change settings.
• An overdue charge of $5.00 is assessed automatically when a WiFi device is overdue, and $5 for each continuing hour the device is late.
• 7 day check out period. The WiFi device is intended for temporary use; not long-term borrowing. You can renew the device online through your library user account for one additional 7 day loan renewal period, but the device must be returned to the circulation desk before your allotted time has passed.
• Call the circulation desk 312.567.6847 to verify due date and time if needed.
• Advance reservations are not accepted. WiFi devices are lent on a first-come, first serve basis. Users may not borrow more than one device at a time.
• WiFi Hotspot devices must be returned no later than 30 minutes before the library closes.
• Users are required to adhere to OTS (https://ots.iit.edu/policies) and Galvin Library (https://library.iit.edu/about/policies) policies. WiFi devices loaned by Galvin Library are for the use of IIT students, staff, and faculty and those affiliated with VanderCook.
• Use of the WiFi Hotspot device is a privilege that will be revoked if the service is abused.

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For Staff Use Only

Due Time _______________________________ Items Out In

□ WiFi device has been renewed

WiFi # ______
Power Cord ______
Adaptor ______

New Due Time _______________________________