Benedictine University Library

Laptop Loan Agreement

Benedictine University Library

B-NUMBER: _____

PRINTED NAME: _____

Students must use a current, valid BCard to borrow a laptop.

By my signature below, I acknowledge that I have read and agreed to all of the following statements for checking out a laptop computer from the Benedictine University Library.

- I will accept full responsibility for the damage, loss, or theft of this laptop and all components and accessories while they are checked out to me.
- I will pay all costs associated with the damage, loss, or theft of this laptop (**up to $1,600.00**) while it is checked out to me.
- I will not leave this laptop unattended or in the care of another person.
- I will return this laptop personally to the Library Circulation Desk. I will not send someone else to return this laptop on my behalf.
- I will abide by the University's Acceptable Use of Technology Resources Policy.
- I understand that Library laptops are for research purposes and/or coursework.
- I understand that the Library is not responsible for lost files or documents.

I have read and agree with all of the responsibility and liability statements.

SIGNATURE: _____ DATE _____