## **VILLAGE OF MARWAYNE LIBRARY BOARD**

## **I-Pad Usage Policy**

The I-Pad belonging to Village of Marwayne Library Board are for use within the library and cannot be taken out of our premises, unless a board member requires it for library business.

Patrons must sign the I-Pad out with time indicated and sign them back in when item is returned to the librarian.

Every person who uses a device is responsible for said item until item has been returned back to the librarian.

Instruction will be delivered by library staff on usage rules and maintenance of the I-Pad. Only staff are allowed to download Apps to the I-Pad. Patrons may not personally download Apps.

The I-Pads are only available during library hours.

The library staff have the right to refuse access to the I-Pads at their own discretion.