AUDIO-VISUAL EQUIPMENT USE

Expires: ___________________________

Name: ____________________________________________________________

Parent/ Guardian’s Name: _____________________________________________

Address: __________________________________________________________________

Library Card Number: 217430

Telephone (home): ____________________________ (work): ____________________________

Email: __________________________________________________________________

I have received and read JMRL’S AUDIO-VISUAL EQUIPMENT USE POLICY. I agree to comply with its provisions, and specifically agree that:

• A valid JMRL library card in good standing is required to use JMRL Audio-Visual (A/V) equipment.
• Any material created with library equipment must not be made available for sale, advertising purposes, or the promotion of commercial products or services.
• Compliance with copyright laws in the use of Library equipment is the responsibility of the user.
• All equipment users must sign JMRL’s Library Audio-Visual Equipment Use Form. Card-holders under the age of 16 must have the form signed by a legal guardian, who will be held financially responsible for the costs of replacement of any damaged or lost equipment. Card-holders must also sign JMRL’s Meeting Room Registration Form, and agree to JMRL’s Meeting Room policy. Card-holders under the age of 16 must have JMRL’s Meeting Room Registration Form signed by a legal guardian.
• Cardholders will be held financially responsible for any damaged or lost equipment at the rate provided by the branch library at the time of form sign-up.
• Equipment and all peripheral materials (cords, adapters, plug-ins, etc) checked out to the user must be returned in the condition in which they were checked out on the same day in which they were checked out.
• Library A/V equipment may not leave the interior of the branch where it was checked out.
• Card holders agree not to use A/V equipment to take audio or video footage of any individuals without their explicit permission.
• Card holders agree not to hold JMRL liable or responsible for any personal injury occurring while using library equipment.

Date: ____________________________ Signature: ____________________________

(Parent’s signature if the user is under the age of 16)

For Library Use Only

Approved: Yes [ ] No [ ]

Library Representative: ______________________________________________________

If not approved, state reason(s): __________________________________________________________________

2/2015