



*Lynnfield Public Library*

## **Lynnfield Public Library Library of Things Procedure**

By checking out an item in the Library of Things (LoT) collection, a patron assumes full responsibility of an item along with the following guidelines:

Patrons may place a Library of Things item on hold for pickup at Lynnfield Library only. LoT items must be picked up at and returned to the Lynnfield Library.

Library of Things items can be checked out for three weeks with up to two renewals.

All parts and accessories belonging to LoT material must be returned together; the item will remain checked out to the patron until all parts and accessories are returned. Replacement items, or replacements of the accompanying accessories, will not be accepted.

Patrons are responsible for damage to or loss of LoT items and accessories as a result of accident, theft, misuse or neglect; the approximate replacement cost for each item in the LoT collection varies. Replacement cost information can be furnished upon request at the Circulation Desk. Additionally, patrons are expected to report loss of or damage to a LoT item or accessories to Circulation desk staff.

If applicable, a LoT item will be deactivated within 48 hours after the due date.