

Borrowing rules and regulations for ITB Library Student Laptops

1. Student laptops are available on a first come, first serve basis.
2. They are loaned for one day, if taken on Friday they can be kept until the following Monday.
3. Renewals are not permitted.
4. Late fines are charged at €10 per day, maximum fine €50.
5. Replacement costs for laptops that are irrevocably damaged or lost while in a patron's possession is €500 plus an additional €50 processing fee.
6. Replacement cost for chargers is between €61 and €109, depending on model.
7. Replacement cost for damaged or lost laptop bags is €52.
8. If a laptop is returned with repairable damage, patrons will be charged €50 processing fee.
9. Patrons should not attempt to repair or replace damaged laptops, or accessories.
10. Any damage should be reported to the library immediately on 01-8851047 or library_staff@itb.ie
11. Any personal information or downloaded material will be erased upon return.
12. The Library is not responsible for saving or transferring any information or downloads.
13. By borrowing a laptop, patrons agree to the preceding rules and regulations.