

**AUDIO-VISUAL EQUIPMENT USE**Expires: Name: Parent/ Guardian's Name: Address: Library Card Number: 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):