

**Billerica Public Library
Specialty Items Policy**

1. Prior to borrowing specialty items, all patrons must (a) have a library card in good standing and (b) sign a waiver form (if applicable).
2. Library staff is available to assist in explaining the operation of specialty items. However, by taking possession of any item, the patron is certifying that he or she is capable of using that item in a safe and proper manner.
3. Only the patron is authorized to use the specialty item. The patron shall not permit the use of items checked out to him or her by any other person.
4. Specialty items circulate for a 7 day lending period with the exception of binge boxes which circulate for 3 weeks.
5. All specialty items borrowed must be returned during the library's open hours to the circulation desk.
6. If a specialty item is returned late, the patron will be responsible for a late fee of **\$5 per day** for every day the library is open until the specialty item is returned. ***There is no fee cap on specialty items.***
7. Patrons may have up to 3 specialty items checked out at a time.
8. The library is not responsible for any manufacturing defects in quality of workmanship or materials inherent in any borrowed specialty items.
9. If any borrowed specialty item becomes unsafe or in a state of disrepair, the patron ***must*** immediately discontinue use of the item and notify the library of the issue on return.
10. All specialty items are to be returned in the same condition as they were issued, barring normal wear and tear. The patron agrees to pay for the loss of or damage to any item.
11. All specialty items must be returned clean.