

## Sewing Machine Policy

The sewing machine is for the use of West Caldwell Public Library Patrons. As a patron of the West Caldwell Public Library, we trust you to take great care of the sewing machine while it is in your possession, and to return it to the West Caldwell Public Library on time and in the same condition as you received it.

Should you break, lose or have any safety concerns about an item while it is in your possession, please report this to the West Caldwell Public Library immediately.

1. Sewing machines will circulate for 7 days. Overdue fees are \$5.00 per day and a deposit of \$25 is collected at the time of check out.
2. Patrons under the age of 18 must have a parent or guardian co-sign this agreement.
3. Prior to borrowing items, all patrons must sign the Liability Waiver.
4. West Caldwell Public Library staff are able to give basic advice in operating items upon request. 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
5. The patron agrees that West Caldwell Public Library is not responsible for any manufacturing defects in quality of workmanship or materials inherent in any borrowed items. Each time you take a sewing machine out you must check it visually before you take it, and make other checks for any faults that you may be able to identify before using it. The patron agrees that if any borrowed item becomes unsafe or in a state of disrepair, he or she must immediately discontinue use of the item and notify the West Caldwell Public Library.
6. The patron agrees to release and indemnify and hold harmless West Caldwell Public Library, its officers, agents, and employees for any and all liability, loss, claims and demands, actions or causes of action for the death and injury to any persons and for any property damage suffered or incurred by any person, which arises in any way from the use of items I am borrowing from West Caldwell Public Library.
7. **All items are to be returned in the same (or better) condition as they were issued, barring normal wear and tear. All items must be returned clean. The Patron agrees to pay for the loss of or damage to any item, and agrees to accept the West Caldwell Public Library's assessment of the condition of items and further agree to West Caldwell Public Library's assessment of fair restitution for damage, dirtiness, delinquency, and/or loss of items in part or in total.** The West Caldwell Public Library reserves the right to refuse the loan of any item at its discretion.
8. I further state that I have read and fully understood the rules and regulations of the West Caldwell Public Library, and I understand that failure to comply with any of these rules may result in termination of my borrowing privileges. I understand legal action may be taken against me.

Name: \_\_\_\_\_ Date Checked Out: \_\_\_\_\_ Date Due: \_\_\_\_\_

Library Card: 23077000 \_\_\_\_\_

## **Sewing Machine Liability Waiver**

### **Your Statements – READ THIS CAREFULLY BEFORE YOU BORROW ANYTHING**

I am capable and experienced in using the sewing machine I am borrowing and I will use the sewing machine I am borrowing in a proper manner. I am aware that West Caldwell Public Library, its directors, partners, officers, Patrons and employees claim no expertise and make no representation claiming the fitness of any item for any particular use.

**I do hereby for myself, on behalf of my successors and assigns, waive any and all claims against West Caldwell Public Library, its officers, agents and employees for any injury or injuries of any nature that I may suffer or incur in the use of the sewing machine that I am borrowing from West Caldwell Public Library.**

I agree that West Caldwell Public Library is not responsible for any manufacturing defects in quality of workmanship or materials inherent in any borrowed items. Each time I take out a sewing machine, I will check it visually before I take it, and make other checks for any faults that I may be able to identify before using it. I agree that if any sewing machine becomes unsafe or in a state of disrepair, I will immediately discontinue use of the item and notify West Caldwell Public Library.

I agree to release and indemnify and hold harmless West Caldwell Public Library, its officers, agents and employees from any and all liability, loss, claims, demands, actions or causes of action for the death and injury to any persons and for any property damage suffered or incurred by any person, which arises or may arise or be occasioned in any way from the use of the sewing machine I am borrowing from West Caldwell Public Library.

I have read and fully understand the rules and regulations of West Caldwell Public Library and I understand that failure to comply with any of these rules may result in the revocation of my borrowing privileges. I understand that failure to comply with any of these rules may result in legal action being taken against me.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Library Card: 23077000\_\_\_\_\_