

LaRue County Public Library

Tonie Box User Agreement

Guidelines for Borrowing and Use

- Only borrowers 18 and older may check out the Tonie Box set.
- Patron must have a card and be in good standing with the library.
- Checkout is 1 (one) week, no renewals. For each overdue day, a \$1.00 charge will be added to patron's library account. Replacement cost will be applied for any damages. Patron will not be allowed to checkout Tonie Box Kits again if not returned on time and/or damaged.
- Only 2 extra Tonie characters are allowed to be checked out along with the Tonie Box kit.

I agree:

- I have read the guidelines stated above. **Initial**_____
- The Tonie Box kit must be returned directly to a library staff member at the circulation desk.
- I will not expose the Tonie Box kit and its contents to extreme heat or cold.
- I will supervise any children using the Tonie Box.
- I accept full responsibility for The Tonie Box and all its accessories.
- I agree to the following replacement costs, if the Tonie box and/or Tonie characters are lost or damaged beyond use. **Replacement cost:** Tonie Box Kit \$ 140, Tonie characters \$15 each

I have read this document and my signature indicates compliance with this agreement.

Print Name: _____ Date: _____

Due Date: _____

Patron Signature: _____ Staff Initial: _____

Library Staff Use

Check Out

Staff Name: _____

- Confirm patron info in Atrium
- Review Guidelines
- Have patron sign agreement and make a copy for their use
- Demonstrate how to use the Toniebox
- Check that all pieces are in the kit
 1. Tonie Box
 2. Headphones
 3. Charger
 4. Dog Tonie
 5. Instructions
- Check out the set to patron and staple due date slip to the copy of the agreement.

Check In

Staff Name: _____

- Turn on Tonie box and make sure it still works (it may need to be charged)
- Check condition of all pieces and verify everything is there.
- Check in from patrons account
- Sanitize set