



## MERIDEN PUBLIC LIBRARY – PROJECTOR RENTALS

Meriden Public Library will rent an LCD projector to individuals, businesses, and non-profit organizations who live and work in Meriden, Connecticut.

To rent the projector:

- Provide proof of residency (driver's license, have a valid library card, and/or proof of non-profit status)
- Payment in full by cash or check of the rental fee
  - Rental fees: \$50.00 refundable deposit for two (2) day rental.
  - If the equipment is returned late, there will be a fine of \$10.00 per day.
- Applicant and Library staff will check the projector and accessories for damage and or lost accessories before the projector is loaned and when the projector is returned.
- Applicant will notify Meriden Public Library if the equipment malfunctions during operation or any issues with the equipment functioning properly.
- Any accessories missing or damage to the projector or theft of the equipment during the rental period will be the responsibility of the applicant.
  - Fees:
    - Damage to the projector will be assessed by a repair facility and applicant will be liable for these fees up to a maximum of \$200.00
    - Theft of the projector – applicant will be charged a fee of \$250.00 in the event the projector is stolen.
    - Lost cords – (actual cost of replacement)
    - Broken light bulb – (actual cost of replacement)
- If an extension of the rental period is requested, the applicant must contact the library at least two (2) hours before the agreed return time on the original agreement. This is to insure the availability of the equipment.

The applicant agrees that they understand how to use the projector and is responsible for notifying the Meriden Public Library during the loan period if any loss or damage occurs.

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Applicant's Signature

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Date