

**Skokie Public Library**  
**LAPTOP COMPUTER USE POLICY**

- Laptops will be loaned to Skokie Public Library cardholders high school age or older and District 219 students in good standing only.
- Laptops will be available on a first-come, first serve basis. They cannot be reserved ahead of time.
- A laptop will be lent for a period of up to two hours.
- Laptops are to be used in the Library only. Removal of computers from the library will be considered theft.
- The user bears responsibility for damage to the computer due to accident, neglect, abuse or loss.
- Only one laptop permitted per Skokie library card.
- Failure to comply with these policies will result in loss of laptop borrowing privileges.

Library Computer Use Procedure

- Borrowers must present a valid library card and leave one photo ID, with library staff. Credit cards will not be accepted as identification.
- Laptops must be returned to library staff fifteen minutes before the library closes.

Adopted 12/11/02; revised 10/14/14  
Skokie Public Library Board of Trustees