



Pelham Public Library
24 Village Green
Pelham, NH 03076
Telephone: (603) 635-7581
www.pelhampubliclibrary.org

TELESCOPE BORROWER POLICY AND PROCEDURE

The Telescope is available to borrow by Pelham Public Library patrons with cards in good standing, with no blocks or unpaid lost items. Borrowers must be 18 years of age or older. Children must be supervised while using the Telescope. A patron who borrows the Telescope is required to complete a Borrower's Agreement each time the telescope is borrowed. The Library reserves the right to refuse service to anyone who abuses equipment or is late in returning the Telescope.

Equipment includes:

- Telescope
- National Audubon Society Pocket Guide - Constellations
- Lens cleaning brush
- JoyLit redlight flashlight
- Celestron 8 to 24mm 1.25 Zoom Eyepiece
- Attached bag
- Star Chart

The Telescope is loaned on a first-come first served basis. It may be reserved in advance and will be held for two days. Patrons will be notified by phone and must pick up the Telescope during library hours of operation.

The Telescope circulates for fourteen (14) days. **The Telescope must be returned to a Library Staff Member at the Pelham Public Library only.** The telescope may be checked out again to the same patron (after inspection by staff and with a new agreement signed) if no other patron is waiting for the telescope.

Please treat the telescope with care, keeping it dry, safe from extreme temperatures, and from being dropped. Do not attempt to clean the telescope with any chemicals or liquid. Do not store the telescope outdoors. Keep dust caps on the telescope and on the focuser when not in use. Make sure to turn *off* the range finder when not using it.

Overdue late fees are \$5.00 per day with a maximum of \$100.00

The patron will be charged replacement fees for any items not returned in the Telescope kit or for items returned damaged.

- Telescope - \$220.00
- National Audubon Society Pocket Guide – Constellations - \$13.95
- Lens cleaning brush - \$10.00
- Joylit redlight flashlight - \$8.00
- Celestron 8 to 24mm 1.25 Zoom Eyepiece - \$80.00
- Star Chart - \$20.00

TELESCOPE BORROWER'S AGREEMENT

My signature below indicates that I am 18 years of age or older. I have read and agree to the terms of the Telescope Borrower Policy.

DO NOT look at the sun through the telescope. The Library is not responsible for any damages the patron inflicts upon oneself or the telescope.

Do not attempt to clean the telescope with any chemicals or liquid.

I agree to accept full responsibility for the Telescope while it is checked out to me. I agree to return the Telescope and all accompanying materials back to the Pelham Public Library circulation desk in excellent condition during library hours.

I will pay a late fee of \$5.00 per day if I fail to return the telescope by the due date. The telescope may be checked out for one week.

I accept full financial liability for the Telescope and accessories while it is in my possession; and agree to pay all costs associated with damage to, loss of, or theft during my checkout period.

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- Lens cleaning brush - \$10.00
- JoyLit redlight flashlight - \$8.00
- Celestron 8 to 24mm 1.25 Zoom Eyepiece - \$80.00
- Star Chart - \$20.00

Please check the following boxes in acceptance.

I acknowledge that failure to comply with any of these rules and guidelines will result in the loss of privilege of borrowing the telescope.

I will not look at the sun through the telescope. The Pelham Public Library is not responsible for any damages the patron inflicts upon oneself or the telescope.

Patron Name (please print) _____

Patron Address _____

Patron Library Card # _____

Patron Signature indicates that all materials are in the Telescope kit and are in good condition.

Patron Signature _____

Date Borrowed _____ Staff Initials _____

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