

You must read and agree to the terms below before continuing to use this service.  
Failure to comply with these terms will result in the loss of use.

## Computer Use Policy

### COMPUTER #

1. Computers are available to residents and nonresidents on a first-come, first-serve basis. **Computers will be "checked out" for an hour and users may continue if there is no waiting list at the Circulation Desk.** If a person waiting is not in the immediate vicinity when a name is called, the computer will not be held open.
2. Parents/Guardians are responsible for the Internet sites selected and/or accessed by their children. Computers are filtered for pornographic sites but it cannot be guaranteed to be 100% fail safe. Middle schoolers and over should use the computers upstairs. Fourth graders and below and their caregivers may use the computers in the Children's Room.
3. Computers are located in public areas and viewing of screens may become public. As a result, the library cannot guarantee privacy or confidentiality. Remember to exercise common courtesy. Volume must be kept low; headphones are available for borrowing at the circulation desk. Up to two people per computer if both are seated and are not disturbing others.
4. Use of the computers to obtain, view, display or print objectionable or obscene materials is prohibited. The Library reserves the right to end an Internet session at any time due to inappropriate use.
5. Printing is charged at 10 cents per single-sided page for black and white copies and 25 cents per page for color copies. Double-sided printing counts as two copies. All printing is sent to the copier. You must pick up your copies and pay for copies at the Circulation Desk. Scanning is also available at no charge. Staff members will attempt to help patrons in the use of the computers as time and skill allow. There is a regular Computer Expert Wednesdays, 10am-12pm, available to be checked out.
6. The library has the capability to print 4x6" photographs using an exclusive photo printer. Prints are 25 cents per page. Speak to a librarian to take advantage of this service. Photos can be printed from a cell phone, email, or flash drive.

Revised 4/22, 7/23

#### Disclaimer

The Library does not guarantee the computer system to be error free or without defect. The Library is not responsible for: (1) the actions of its' users; (2) the accuracy or quality of information accessed through the computer; (3) any damage or loss of data, or interruption of service patrons may suffer while using the computer.