

## User Guidelines on Kindle Loan Service

- Loan Rules:

Eligibility	All Library borrowers except JULAC cardholders
Loan Period	7 days
Maximum Renewal	14 days (if not requested by other users)
Overdue Fine	\$10 per calendar day
Hold	User can place a request on borrowed Kindle at Library Homepage

- The Kindle package contains a Kindle with a set of pre-loaded ebooks, leather cover and a charging USB cable. Please check the equipment is in good condition before you leave the Service Counter (P/F).
- **Please return the whole package (including USB cable) to the Service Counter (P/F) of the Library.** Your loan record will be cleared only when all equipment is returned.
- DO NOT return the Kindle and the accessories to the 24x7 Automated Book Return Station outside Library or the self-check stations. You will be solely responsible for any damage being caused.
- All equipment (Kindle, USB cable and slip-cover) must be returned in the same condition in which it was provided. Library staff will assess the condition of the Kindle when they are returned.
- The Kindle e-books are read-only. No copying or download is allowed.
- The Kindle will be reset once returned to the Library. Please note that all transferred files will be permanently deleted and cannot be recovered.
- Users will be charged for the replacement cost of equipment (HK\$780), leather cover (HK\$140), and the pre-loaded ebooks plus a processing fee (HK\$100) and any outstanding overdue fines if the Kindle or the accessories are damaged, lost, or not returned. Damages include but are not limited to maliciousness, accidents, neglect, or misuse.