

## **PEACE LIBRARY SYSTEM**

### **Play Station 5 – Video Game Kit Lending Policy**

The Peace Library System (PLS) has video game kits containing a video game console, games, and extra controllers. This kit is designed to be lent out to library staff to run structured or passive programs inside the library for their patrons under the supervision of staff. By providing access to this technology, PLS member libraries can effectively offer new programs that they would otherwise not have the space or materials to do so.

#### **Conditions for Borrowing:**

- The loan period will be agreed upon at time of request but may not exceed 3 weeks. The kit may be requested in advance on a first-come first-serve basis.
- The kit is not to be lent to a third party.
- All materials must remain safely secured in the local library.
- The kit must be returned to PLS headquarters using secure transportation such as the van run. PLS staff will be informed when the kit is being returned and by what method.
- Borrowing staff are responsible for contacting PLS in the case of equipment damage or missing equipment or if the equipment will not be returned by the agreed upon due date.

#### **Conditions for Use:**

- Any use of the console for illegal purposes, unauthorized copying of copyright-protected material in any format, or transmission of threatening, harassing, defamatory or obscene materials is strictly prohibited.
- The kit will not be left unattended in an unsecure area.
- Controllers will be wiped down with wet wipes or a damp cloth with soap and water between uses.
- After use and before returning the kit, all controllers will be plugged into the PS5 with the black USB cord to check for any software updates needed, and controllers will be fully charged.
- PLS is not responsible for any liability, damages or expenses resulting from use or misuse of a borrowed device, connection of the device to other electronic devices, or data loss resulting from use of device. PLS is not responsible for downloaded content.
- No accounts other than the Peace Library System PlayStation account will be signed into on the console.
- The console will not be left on the floor or with wires hanging in high traffic areas. Knocking over or kicking the tower can damage and break the console.
- The console will be turned off before unplugged from its power source by selecting the PS logo on the controller and go to the far right of the menu bar that appears to the power icon.

Conditions for Loss & Damage:

- PLS reserves the right to charge the borrowing staff for the cost of repairing or replacing a damaged device, at the Director's discretion. Borrowers will not be held liable for damage that PLS staff judge to be the result of normal wear and tear.
- PLS reserves the right to refuse the kit to staff that abuse equipment or are repeatedly late in returning electronic devices.

**PlayStation 5 Video Game Kit Equipment Check List**

Upon receiving the video game kit, receiving staff will check that all the equipment is in the kit, is working properly, and no damage occurred during transportation. Contact PLS headquarters immediately if there is damaged, missing, or malfunctioning equipment.

PlayStation 5 Video Game Kit Inventory:

1. PlayStation 5 Console with a power cord and HDMI cord – Replacement Cost: \$661.49
2. PlayStation 5 Wireless controllers (4) – Replacement cost: \$94.49 each
3. Charging Dual Controller Charge Base – Replacement cost: \$36.74
4. Dialcharge 3 Meter USB Cable - \$13.64
5. Physical Games (2)
  - a. NBA 2K21 – Replacement cost: \$20.99
  - b. Just Dance 2021 – Replacement cost: \$31.49

\_\_\_\_ I understand the **Video Game Kit Lending Policy** of Peace Library System and will accept any charges incurred due to loss or damage.

\_\_\_\_ I certify that I have read and accept my responsibility related to the loan of this equipment. I agree to adhere to the policy. I understand that I personally am responsible for this equipment and may not loan it to a third party. I assume responsibility for all risk of loss or damage to the equipment.

Date: \_\_\_\_\_

Library: \_\_\_\_\_

Name of Employee for Contact: \_\_\_\_\_

Email of Employee for Contact: \_\_\_\_\_

Signature: \_\_\_\_\_