



Surname: \_\_\_\_\_

## Agreement for use of JIBC iPad/Laptop

***iPads and Laptops are provided for the convenience of instructors and for students who are currently enrolled in a JIBC Certificate/Diploma/Degree Program, actively taking courses. Users must read and sign this agreement.***

### **I (the borrower):**

- Confirm that I am an instructor or that I am a student currently enrolled in a JIBC Certificate/Diploma/Degree Program, actively taking courses.
- Agree to be the **sole user** of the iPad/laptop and to **keep it with me** at all times.
- Agree that I am **personally responsible** for any damage or if the computer is lost or stolen.
- Agree to pay the **replacement cost (\$875)** if the iPad or **(\$1200)** if the laptop is lost or stolen.
- Agree to pay the **repair cost (plus a \$100.00 processing fee)** for any damage done to the device while in my possession.
- Agree to immediately **advise Library staff** if the equipment is not working properly
  - **604.528.5599** or [library@jibc.ca](mailto:library@jibc.ca)
- Agree to plug in the iPad/laptop rather than use the batteries whenever possible.
- Agree to **return the iPad/laptop and all components** to Library staff within the allotted time period.

- **Understand that I may borrow the iPad/laptop for one day (i.e. due by closing time day after borrowed)**
- **Understand that late fees of \$10.00 per day apply**

- iPad:
  - Understand that I can download apps using my **OWN** iTunes account.
  - Understand that apps/files that I download/save will be deleted by the Library.
  - The JIBC Library is not responsible for any documents, pictures or other information left in the iPad when it is returned.
- Laptop:
  - Agree not to duplicate or copy any software from the laptop.
  - Agree that I must save files on a USB Flash Drive.
  - Understand that if I save a file on the laptop, the file will be erased upon a reboot, restart or power off.
  - Understand that while the laptop runs antivirus software, the Library is not responsible for any damage done to my files or USB Flash Drive caused by viruses or other malware.
  - Understand that using this laptop for and/or installing any P2P file sharing software used to reproduce and/or distribute copyrighted music, movies, television shows, pictures, and software will not be tolerated.
    - P2P file sharing is a violation of JIBC policy and federal law, and may result in the loss of computing privileges.
    - To protect both network users and JIBC, Technology Services will disable network access for any device for which a complaint of copyright infringement has been received. Further complaints against the user may result in long term or permanent loss of network access and computing privileges.
    - Additionally, JIBC may report violations to appropriate authorities for criminal or civil investigation/prosecution.

