

New Mexico Institute of Mining & Technology Digital Camera Agreement

Name _____
(Please Print)

ID# _____

Email _____

Phone# _____

Skeen Library at New Mexico Institute of Mining and Technology offers digital cameras for check out to NMT students, faculty, and staff. You must have your valid NMT ID card when borrowing a digital camera. **NO EXCEPTIONS.** The loan periods are for overnight and two week periods, with no renewals. The digital cameras cannot be reserved in advance and are available on a first-come, first-served basis. An operational manual for the digital camera is available for check out if needed. **Library staff does not provide assistance in the use of either hardware or software.** Overdue charges accrue at the rate of \$1.00 per day.

Responsibility

You are solely responsible for the digital camera, carrying case, batteries, media card and mini-reader, while these items are checked out to you, and you will be accountable for any overdue fines, damage, loss, or theft. The library has existing procedures for sending automated email notifications to students, and placing a hold on the account that prevents the student from registering or graduating.

Batteries

Borrowers are provided fully-charged batteries (rechargeable) that must be returned. If additional battery power is needed borrower would need to provide own.

Saving Files

All files **MUST BE SAVED TO YOUR OWN DIGITAL STORAGE DEVICE** from the mini-reader prior to the return of the camera and other equipment. I agree that the Library is not responsible for any photos or video left on the Digital Camera or for loss of, or damage to, files during the Digital Camera loan period

Items Checked Out

- ___ Camera
- ___ Camera Case
- ___ Batteries
- ___ Media Card
- ___ Mini-Reader

Check Out Period: ___ Overnight ___ Two Weeks

Signed _____

Date: _____