

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	HK\$10 per calendar day
Hold	User can place a request on a 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 Loan & Return Counter.
- **Please return the whole package (including USB cable) to the Loan & Return Counter on Podium floor 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 24-Hour Book Drop or the self-check stations. You will be solely responsible for any damage being caused.
- All equipment (Kindle, USB cable and leather 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) 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 malice, accidents, neglect, or misuse.