



Creative Studios Terms of Use, Waiver & Agreement

TERMS OF USE

The Kinsman Free Public Library offers Creative Studios as a way to provide Library patrons access to high quality, professional grade computer hardware, software, and equipment to support their educational, entrepreneurial, and personal endeavors.

ELIGIBILITY FOR USE OF Creative Studios is available to Library patrons ages 12 and up. An adult must accompany users under age 12 at all times. Users up to age 17 years must have a parent or legal guardian sign the agreement form on their behalf. Users must have a library card in good standing to use Creative Studios. Users must complete and sign the Creative Studios User Agreement before using Creative Studios.

RULES OF USE of Creative Studios is subject to the rules in this User Agreement, the Kinsman Free Public Library Policy on Patron Guidelines, the Kinsman Free Public Library Policy on Internet and Computer Use, as well as any other applicable Library policies and procedures. Failure to abide by all applicable policies and procedures will result in suspension or loss of Creative Studios use privileges.

Users of the Library's Creative Studios agree to respect any and all applicable copyright laws and licensing agreements. Furthermore, users agree not to use the Creative Studios in violation of any local, state, or federal ordinances, regulations, or laws. Users agree to be courteous to other Creative Studios users, staff and Library patrons. Use of Creative Studios is limited to two hours per day per user. Users agree to view all required supplemental instructional materials and safety precautions prior to using Creative Studios equipment.

WAIVER STATEMENT

Some of the equipment located in Creative Studios may contain aspects, parts, or components that could cause injury to the user if all rules, policies, procedures, and restrictions are not followed. User agrees to watch, view or read any supplemental safety guides and/or user instruction manuals including but not limited to videos, in-person instruction and demonstrations, and print materials provided by the Library prior to using corresponding Creative Studios equipment. Users agree to release and hold the Library harmless from any claims for personal injury, property damage, or any other loss in connection with the use of Creative Studios, including the equipment, tools, and materials therein. The computers and other internet equipped technologies located in Creative Studios are intended for patrons utilizing the specialized software programs or equipment located in Creative Studios. The Library reserves the right to reassign patrons to other computers in the Library if they are not utilizing Creative Studios computers for their intended purpose. Library staff will assist patrons using Creative Studios to the extent that time, other duties, and patron demands will allow. One-on-one appointments can be made with Kinsman Free Public Library staff to allow dedicated assistance at a time mutually convenient for the staff member, instructor and patron.

There may be a charge for use of some materials and supplies used by some Creative Studios equipment. Any applicable costs are listed in the Creative Studios Manual. Users are responsible for paying for all use and material costs associated with use of Creative Studios AT THE TIME OF SERVICE. Failure to pay for use of equipment and/or material will result in suspension of Creative Studios use privileges. Users agree to accept financial responsibility for any damage caused by misuse to Creative Studios computers and equipment. The Library reserves the right to extend or reduce session length at its sole discretion.

User Agreement

Name: _____ Date: _____

Address: _____ Phone #: _____

Library Card Number: _____

Photo ID (Type & Number): _____

I, _____ (name), have read the Creative Studios User Agreement, and agree to follow all rules, policies, procedures, and restrictions relating to use of Creative Studios. I understand that these rules, policies, procedures, and restrictions may change at any time without notice and that I will make myself aware of all changes or modifications of said rules, policies, procedures, and restrictions. I agree that by signing this agreement and/or utilizing Creative Studios, I shall defend, indemnify, and hold harmless the Kinsman Free Public Library, its officers, officials, employees, and volunteers from and against any and all claims, suits including attorney fees, actions, or liabilities for injury or death of any person, or for loss or damage to property, which arises out of my use of Creative Studios. I also understand and agree that I am financially responsible for any and all damage done to Creative Studios equipment resulting in my misuse or failure to follow all rules, policies, procedures, and restrictions. I understand that I am responsible for and agree to pay the repair and replacement costs of the equipment resulting from such actions. I agree to pay for any and all use and material fees involved in use of Creative Studios.

Signature: _____ **Date:** _____

Parent/Guardian Information (applicable only for minors)

Parent or Legal Guardian Full Name: _____

Parent/Guardian Library Card Number: _____

Parent/Guardian Photo ID (Type & Number): _____

Parent/Guardian Signature: _____ Date: _____

Staff Initials: _____ **Date:** _____