

## Hopkinton Public Library Telescope Policy

The Hopkinton Public Library has a telescope available for circulation to Hopkinton residents aged 18 or older with a valid library card and additional valid photo ID. Telescope borrowers must have a library account in good standing, with no blocks or unpaid lost items. Borrowers must sign the Telescope Borrowing Agreement form when they check the telescope out.

The telescope may be borrowed for 7 days with no renewals. The overdue fine for the telescope is \$10 per day, to a maximum of \$150. Borrowers may be subject to additional fines for lost or damaged parts of the telescope or telescope kit, as outlined in the Telescope Borrowing Agreement. If the telescope is overdue for more than two weeks, the borrower will be charged the full replacement cost of the telescope and kit.

The telescope may be reserved by contacting the library or by using the library's online system for museum passes and other "non-traditional" items. The telescope is not holdable through the C/W MARS online catalog.

The telescope must be picked up at the reference desk by appointment with a reference librarian. It must be returned directly to a librarian at the reference desk.

The library will provide a brief orientation to use of the telescope at time of checkout, but borrowers are responsible for reading the instruction manual and ensuring their familiarity with procedures for the proper care and use of the telescope. The Hopkinton Public Library will not be held liable for any injuries resulting from the use of the telescope. **Do not allow children to use the telescope without adult supervision. NEVER aim the telescope at the sun or look at the sun through the telescope or its finder scope, as immediate, permanent eye damage may result.** Pointing the telescope at the sun may melt parts of the telescope. Do not wipe or clean the lens, as that may damage the protective coating.