



New Brighton Game Hub RULES & BORROWING POLICIES/PROCEDURES

General Guidelines

1. The New Brighton Game Hub's operating hours will be Monday – Sunday from 9:30am-8:30pm.
2. NBRA Members must be in good standing and 18 years of age or older or 12-17 years of age **if remaining on** site to borrow games from the New Brighton Game Hub.
3. Only NBRA Members are authorized to use the library games. NBRA Members shall not permit the use of library items by any non-member, including sub-lending to any other individual.
4. The games from the New Brighton Game Hub are for personal use only and may not be used for any trade, business, rental, or commercial purposes.
5. Prior to borrowing games, all NBRA Members must read and sign the New Brighton Game Hub Rental Agreement, also verifying that they have read and will abide by the Rules and Borrowing Policy/Procedures.
6. Prior to borrowing games, all NBRA Members must provide a valid credit card number. By signing the Waiver and Indemnification Form, the NBRA Member hereby authorizes the New Brighton Residents Association on behalf of the New Brighton Game Hub to charge full amount for loss or damage of these games to the credit card number provided and certifies that the credit card information provided is true and correct as of the date given and will remain true and correct throughout the term of this Agreement. The NBRA Member agrees to promptly update the information in the event that it changes.
7. The NBRA Member agrees to pay \$2.00/piece and for the loss of or damage to any item and further agrees to accept the New Brighton Game Hub's assessment of condition of items and to further agree to the New Brighton Game Hub's assessment of fair restitution for damage, dirtiness, delinquency, and/or loss of items in part or in total. This restitution amount could equal the full replacement cost of the item plus a \$15 administrative fee.
8. The New Brighton Game Hub reserves the right to refuse the loan of any item at its discretion.
9. The New Brighton Game Hub reserves the right to alter the Board Game policy at any point.

Loan Period

10. Games may be borrowed for a period of **3** days. All games borrowed are to be returned to the library by 8:30pm on their due date. Games may only be returned during the library's open hours. If an extension is required, it will be granted based on availability and **MUST** be extended within your borrowing period.
11. NBRA Members are allowed to borrow a maximum of **3** games at one time.

Overdue Games



12. If a game is returned late, the NBRA Member will be responsible for a late fee of \$2 per game per day. Late fees are capped at \$50.00 plus a \$15 administrative fee per game. Late fees are subject to change.
13. The New Brighton Game Hub will replace games that are more than 30 days late, holding the NBRA Member responsible for the full replacement cost plus a \$15 administrative fee. Fines must be paid in full before borrowing additional items. After 30 days, the game is considered yours and the credit card on file will be charged.
14. The New Brighton Game Hub reserves the right to use appropriate steps to retrieve delinquent games or unpaid fines and fees, including the use of a collection agency and/or legal action and assess the delinquent NBRA Member with the cost of any such action. The New Brighton Game Hub also reserves the right to forgive fees due to special circumstances.

Use and Responsibility for Items

15. The NBRA Member is responsible for the game(s) from the time it is rented by the Member until it is returned. The NBRA Member's responsibility includes, but is not limited to ensuring the proper pieces are accounted for. The New Brighton Game Hub will provide a takeaway leaflet to demonstrate the proper items included. If any pieces are lost, stolen or damaged under any circumstances while being borrowed, regardless of fault, the NBRA Member shall be responsible for all charges to replace or repair items, including any labor costs. If the items are not returned clean, a cleaning charge of \$20 will apply. Cleaning charges are subject to change.
16. The NBRA Member must examine the components of the game prior to taking the rental and acknowledge that all pieces are present. The NBRA Member is responsible for returning the rental game(s) to the library in the same condition as they were issued, barring normal wear and tear. All games and pieces must be returned clean.
17. The NBRA Member agrees that if any borrowed game becomes unusable or in a state of disrepair, he or she must discontinue use of the game and notify the New Brighton Game Hub of the issue on return, if not earlier.

I have read and fully understand the New Brighton Game Hub Rules and Borrowing Policy.

Printed Name

Signature

Date (D/M/Y)