

Ponca City Library Computer and Internet Usage Agreement
October 2004

In consideration of the privilege of using the Ponca city Library's internet terminals and Computer Center equipment and for having access to the free information contained within it, I hereby release and hold harmless the City of Ponca City, its officers, employees, volunteers, or representatives from any and all legal liability or responsibility for any and all claims, damages losses, costs, or expenses arising either directly or indirectly from the City, its officers, employees, volunteers or representatives.

Further, I have read the Policy and Procedure for appropriate use of the Library's Internet terminals and Computer Center equipment. By signing below I acknowledge that I have read the complete guidelines, understand them and will abide by them. I further understand that failure to comply with the guidelines may be unethical, unsafe or may constitute a criminal offense. Should I fail to comply, my access privileges may be revoked and appropriate legal action may be taken. I am aware that revisions to the Library's guidelines may periodically occur. Substantive revision may require a re-signing of an agreement as a formal acknowledgement of the revisions.

Guidelines include, but are not limited to the following:

- Patrons must present their library card each time a computer is used. Each person sharing a computer must present a valid card and complete a user agreement. Children under seven do not need a card to sit with a parent.
- Minors (anyone under the age 18) must have their agreement signed by a parent or legal guardian.
- The Library is unable to monitor the use of the internet by minors and that responsibility remains with the parent(s) or legal guardian. Children under age seven must be accompanied by a parent or guardian when in the Computer Center.
- Patrons may use a computer for up to two hours per day.
- Patrons may have one scheduled appointment at a time.
- A fee is charged for all printing.
- Use of the Library's computers or other equipment to harass or threaten others, to engage in unlawful activities, including hacking, viewing obscene material or material harmful to minors, use of disruptive visuals or sounds, or tampering with Library hardware or software is prohibited.
- Minors should refrain from sharing, disclosing, or disseminating personal identifying information in chat rooms, e-mails, or other forms of electronic communication.

Full policy and procedures sheet is available upon request.

Print name: _____

Date: _____

Signature: _____

Card #: _____

Address: _____

Phone: _____

Parent/guardian's Signature if patron is under 18:

Signature

Printed Name

Library Staff's Initials _____ Entered