



## **Sooke/West Shore Child Care Resource and Referral**

The Toy and Resource Lending Library provides access to toys and equipment that are developmentally and culturally appropriate to enhance children's play experiences. This is a FREE service funded by the province; however, users are required to complete and sign a membership form.

Items may be borrowed for up to one month (30 days) on a "first come, first serve" basis, and extensions are at the Sooke/ West Shore CCRR discretion. **You are welcome to borrow multiple items at a time to a maximum of five (5) items.**

### **TOY & RESOURCE LENDING LIBRARY REGISTRATION FORM & TERMS OF USE**

Contact Name \_\_\_\_\_

Daycare/Agency Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
dd mm yyyy

e-mail \_\_\_\_\_

#### **When Borrowing:**

- The Borrower agrees to take sole responsibility for items borrowed from the Resource Library and will not lend items out to others.
- Children should be supervised closely when using library materials. Sooke/West Shore CCRR is not responsible for any injuries sustained while using library materials.
- The Borrower agrees to only use resources that are developmentally appropriate and/or follow the recommended ages for the children.
- Borrowers have **2 business days** to check all contents for completeness and to notify staff of missing/damaged items.

- The Borrower agrees that they will return the item(s) in the condition as to which it has been borrowed. They will periodically check the item(s) for damage, and if found, will return the item(s) to the CCRR Toy Library and discontinue use.
- Borrowers are liable for missing/damaged items while in their possession. The borrower agrees to pay for the replacement cost of new lost or damaged parts/items and understands that borrowing privileges may be suspended until such costs are paid.
- The Borrower agrees that they will return the item(s) within the borrowing time period (30 days) and understand that there may be a late charge if the item(s) are not returned on time.

#### **Waiver of Liability**

- The library, as a service of the Sooke / West Shore Child Care Resource and Referral Program, does not accept any responsibility for defects in the toys, or any injury, however caused to the child or persons by reason of the child or persons playing with one or more of the library toys.
- I hereby waive my right to bring action known to statutory or common law against the library arising from my borrowing toys or equipment. I acknowledge and accept that the use of Library property is entirely at my own risk, and that signing this waiver is a precondition of use of library property. I acknowledge that I understand this document, and sign of my own free will.

#### **Before you return the item:**

- Check contents of all items borrowed to ensure completeness.
- Make sure that all materials returned are clean and dry.

#### **Cancellation of Borrowing Privileges**

The Sooke / West Shore Child Care Resource and Referral Program reserves the right to cancel borrowing privileges with written notice effective immediately, should the Borrower be found to have habitually returned items late or damaged.

☐ I have read and agree to all the terms of use for the Sooke/ West Shore CCRR lending library.

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Signature – Borrower

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Date

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CCRR Consultant or Designate

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Date