



Technology Equipment Loans Policy

The University Libraries provide technology equipment loans for in-library use to UNM students, faculty, and staff with a valid Lobo ID card. Centennial Library offers some technology equipment accessories that may leave the library that also fall under this policy. These resources—including PC-compatible and Mac laptops, portable power banks, and other accessories—are available at all main campus library buildings to support the academic and creative needs of our community.

Technology equipment may be checked out at library Service Desks or laptops from the self-service kiosk on a first come/first served basis. Most technology equipment circulates (one per person) for up to 3 hours (unless otherwise stated) and may be renewed provided other technology equipment items are available for checkout. Library technology equipment is to be used only within the library from which the equipment has been checked out and must be returned by that library's closing time regardless of the checkout time. It is not acceptable to use a University Libraries book return.

Users are responsible for the technology equipment they check out, as well as any components or accessories that accompany it, and are expected to protect all equipment from damage, loss, or theft. We strongly encourage borrowers to inspect items before leaving the Service Desk or the laptop self-service kiosk to confirm their condition and report any issues immediately.

Technology equipment will be declared lost and replacement charges of \$200-\$1600 (dependent on item) will be imposed if the equipment is not returned 24 hours from the date due time. An additional \$100 billing fee will be added to any equipment billed. Multiple infractions of the technology equipment loan policy can lead to a suspension of technology equipment borrowing privileges.