

**La Trobe University Library
Bundoora Campus Library
BORROWER AGREEMENT FOR LOAN OF LAPTOPS**

Name _____ Student ID _____

Conditions of Use

- Laptops must be used in the Bundoora Campus Library at all times.
- Laptops must be returned to the Library Audiovisual desk where borrowed.
- **Keep the laptop with you at all times, as you are *personally financially responsible if it is lost, stolen, or damaged.***
- Non program files will be removed every time the laptop is logged off.

Before signing, read the following carefully:

1. I have received and accept custody of a laptop, in good condition

- Laptop computer (Replacement cost: \$1,200)
- Power cord & AC power pack (Replacement cost: \$20)

Total Replacement Cost: \$1220

2. I agree to use the equipment safely and to keep it in the Library at all times. I agree to protect the equipment from theft and damage.

3. I agree to use the equipment and related information technology facilities only as set out in University Regulation 37.1 Use of University Computer Facilities, the University's "Internet Code of Practice" policies and the Library's Regulations and Policies:

<http://www.latrobe.edu.au/ict/policies/icp#authorised>

<http://www.lib.latrobe.edu.au/about/regulations.php>

(Please ask AV staff for a printed copy if required)

4. I understand that the equipment will not be used to permanently store any work and upon return I understand that all saved data will be removed. I understand that to permanently save my work I must copy it to a USB drive or attach it to an outgoing e-mail. Work may also be printed via the networked student printers in the Library.

5. I agree to notify library staff immediately if the equipment is damaged, lost, or malfunctioning.

6. I agree to repay the La Trobe University Library for the cost of repairing/replacing any equipment lost, stolen or damaged while in my custody.

7. I understand that fines for the late return of this item will accrue at \$2.50 for any time up to the 1st hour and \$1.00 then for each additional hour late.

8. I agree that I have sighted the copyright agreement on the reverse of this page. I will comply with this agreement.

Student signature _____ Date _____

Schedule 3
(Regulations 4B and 17A)

PRESCRIBED FORM OF NOTICE FOR SECTIONS 39A AND 104B OF THE COPYRIGHT ACT 1968,
IN RELATION TO THE REPRODUCTION OF WORKS AND THE COPYING OF PUBLISHED
EDITIONS
COMMONWEALTH OF AUSTRALIA

Copyright Regulations 1969
WARNING

Copyright owners are entitled to take legal action against persons who infringe their copyright. A reproduction of material that is protected by copyright may be a copyright infringement. Certain dealings with copyright will not constitute an infringement, including:

. A reproduction that is a fair dealing under the *Copyright Act 1968 (the Act)*, including a fair dealing for the purposes of research or study;

or

. A reproduction that is authorised by the copyright owner.

It is a fair dealing to make a reproduction for the purposes of research or study, of one or more articles on the same subject in a periodical publication, or, in the case of any other work, of a reasonable portion of a work.

In the case of a published work in hardcopy form that is not less than 10 pages and is not an artistic work, 10% of the number of pages, or one chapter, is a reasonable portion.

In the case of a published work in electronic form only, a reasonable portion is not more than, in the aggregate, 10% of the number of words in the work.

More extensive reproduction may constitute fair dealing. To determine whether it does, it is necessary to have regard to the criteria set out in subsection 40 (2) of the Act.

A court may impose penalties and award damages in relation to offences and infringements relating to copyright material.

Higher penalties may apply, and higher damages may be awarded, for offences and infringements involving the conversion of material into digital or electronic form.