



Hay Memorial Library
105 S. Broad St., PO Box 288
Sackets Harbor, NY 13685
Phone & Fax: (315) 646-2228
Email: sahlib@ncls.org

Policy Statement for Lending Canning Wares and Canning Utensils

The following definitions apply throughout this Policy Statement and the Waiver and Release attached to it:

- A. The term “Canning Wares” shall include any wares and/or utensils loaned by Hay Memorial Library to a Library cardholder for use in the home preservation of food by means of hot water bath canning.
- B. “Hot water bath canning” shall include the home preservation of food by use of pressure cooker

1. Any Hay Memorial Library cardholder, eighteen (18) years of age or older, whose library card is in full and unrestricted effect, may borrow Canning Wares from the Library for use in the home preservation of food by means of hot water bath canning.
2. By borrowing any item of Canning Ware Hay Memorial Library, a card holder is agreeing that he or is knowledgeable about the process of hot water bath canning and capable of correctly using the item of Canning Ware being borrowed.
3. All Canning Wares loaned by the Library to a cardholder are the exclusive property of the Library. They are loaned to a card holder for that cardholder’s exclusive use and are not to be relet to any person, regardless of whether that person is also a cardholder of the Library.
4. Hay Memorial Library is not responsible for any personal injury or property damage that may be sustained by any cardholder or other person by reason of manufacturing defects, quality of workmanship and/or quality of materials in any of the Canning Wares borrowed from the Library.
5. Any cardholder borrowing Canning Wares from the Library agrees that, if any borrowed item of Canning Ware becomes unsafe or in a condition of disrepair, the cardholder will immediately discontinue use of such item and return it to the Library.
6. The Library reserves the right to limit the number of items of Canning Wares that a cardholder may borrow at any one time. The loan period for all Canning Wares shall be five (5) days. At the end of the loan period, and unless renewed, the borrower will be charged a late fee of One Dollar (\$1.00) per day, *per item*, until the borrowed items are returned. If a borrower wishes to renew the loan of any item of Canning Ware, he or she must contact the Library by telephone or in person. If no other cardholder is waiting to borrow the item or items, the loan may be renewed for an additional 5-day period.
7. The cardholder borrowing Canning Wares from the Library agrees to return all borrowed items to the Library, on or before the due date, in the same condition as the items were in when borrowed, normal wear and tear excepted.



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8. The cardholder borrowing Canning Wares from the Library shall be responsible to the Library for any and all damage to any borrowed item that occurs while the Canning Wares are on loan to the cardholder.

9. If a cardholder wishes to borrow an item of Canning Ware, but the item is not available immediately for loan, the cardholder may place a hold on the item through the online catalog or with a Library staff person, and the cardholder will be contacted when the item becomes available. If any item is available for immediate borrowing, a cardholder may telephone the Library and place a hold on the item until the end of the Library's following business day, at which time the hold will be removed and the item will be available on a first-come, first-serve basis. Canning Wares may not be reserved for a future date.

By my signature, below, I agree that I have read the foregoing *Policy Statement for Lending Canning Wares and Canning Utensils*, that I understand all provisions of the *Policy Statement*, and that I am borrowing Canning Wares from Hay Memorial Library subject to the terms of this *Policy Statement* and the *Waiver and Release* attached to it.

Date: _____

(Signature of Cardholder)



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Waiver and Release of Liability
Regarding Canning Wares and Canning Utensils

I, _____ (Print Cardholder's Name), confirm to Hay Memorial Library that I am knowledgeable about the process of hot water bath canning, and I am capable of correctly using any item of Canning Ware that I am borrowing from the Library. I agree that I will use the items borrowed in a safe and proper manner for their intended use in the home preservation of food by means of hot water bath canning. I assume any and all risks and responsibilities resulting from, arising out of, or in any way connected to my use of the borrowed item or items.

In consideration of the Library loaning me items of Canning Ware, *I agree for myself, my heirs, beneficiaries, executors, successors, and assigns*, to release, indemnify and hold harmless Hay Memorial Library, its Trustees, Officers, Directors, Employees, Agents and Volunteers from any and all liability, loss claims, and demands, actions or causes-of-action for injury to person or damage to property, including death, which I may suffer or incur, or that is suffered or incurred by any other person, as a result of, or which may arise or be caused in any way from, the use of possession of Canning Wares Utensils I am borrowing from Hay Memorial Library.

I understand and agree that this *Waiver and Release* is to be as broad and inclusive as is permitted by the Laws of the State of New York, and that if any part of the *Waiver and Release* is held invalid, then, to the extent possible, the remaining provisions shall continue in full force and effect, This *Waiver and Release* shall be binding upon me, my heirs, beneficiaries, executors, successors and assigns.

By my signature below, I agree that I have read the foregoing *Waiver and Release*, that I understand all provisions of the *Waiver and Release*, and that I am borrowing Canning Wares from Hay Memorial Library subject to the terms of this *Waiver and Release* and the *Policy Statement for Lending Canning Wares and Canning Utensils* attached to it.

Date: _____

(Signature of Cardholder)

(Patron ID Number)

Office Use:

(Staff Initials)