CYP OFFICE USE: _____

Children & Youth Partnership for Dare County
Play & Learn Library Agreement

Name: _____
Last *First* *Middle Initial*

Address: _____
Street *Apt.#* *City* *State* *Zip Code*

Phone: _____
Cell/Home

Email: _____

☐ I would like to receive information about upcoming events, CYP's newsletter *Dare Kids Connection,* and other partnership news via email.

Place of Employment: _____

Work Address: _____
Street *City* *State* *Zip Code*

Phone: _____ **Email:** _____

Please check all boxes that apply to you as a borrower for the Play & Learn Library:

☐ Parent/Grandparent/Guardian ☐ Child Care Provider/Volunteer: _____

☐ Community Partner, Agency's Name: _____ ☐ Other: _____

Please enter the number of children who will benefit from items you borrow: _____

Procedures for Using Materials: The loan period is 2 weeks. All overdue items must be returned before any new items are checked out. If no one has reserved or requested the materials, you may call to extend your time. If you are looking for something that is checked out, please make a reservation. Each borrower will be allotted a maximum of 2 kits at a time and 5 books/other items at a time. This is to ensure that items are available to others.

Misplaced or Broken Items: Each kit contains a complete listing of the kit's contents. Please review the list and note any missing items on the colored card included with this kit. We realize that items could be misplaced or broken, borrowers will not be held liable for lost or broken items (within reason). Please take care of the items as you would you own.

Cleaning Items: Please take out all materials and clean out the bottom of the kit, as well as the materials. The borrower is responsible for cleaning all items before they are returned. Please sanitize hard or plastic surfaced items with a solution of (1/2 teaspoon bleach per quart of water) or a disinfecting wipe (like Clorox). Please DO NOT wash cloth items with the bleach solution. Cloth items should be washed on a cold setting and hung to dry.

We hope you enjoy the use of the kits and with your help we can continue to offer the Play & Learn Library as a great resource to all.

Children & Youth Partnership for Dare County
534 Ananias Dare Street, Manteo, NC 27954

I have read, understand and agree to follow the policies and procedures for the use of the Children & Youth Partnership for Dare County Play & Learn Library.

_____ _____
Signature **Date**