

PATRON POLICY

Library Hotspot Policy

The Western Allegheny Community Library has Wi-Fi hotspots available for checkout.

Checkout Policies

The following checkout policies are in effect for hotspots, to ensure the greatest usage and fastest turnover.

- Priorities on holds cannot be altered. Holds are placed and fulfilled in the order they are received. If there is an oversight where someone's turn was mistakenly skipped, it will be addressed by a Librarian or the Circulation Supervisor.
- A hold for a hotspot cannot be placed for someone who has one checked out already.
 Once a patron returns the hotspot currently checked out, a hold can be placed for the future.
- Patrons can only place a hold for themselves, or an officially approved proxy. Along these lines, a library card or I.D. is required for checkout.
- The hotspot must be picked up within 3 days. A personal phone call will be given to let the patron know it is ready on the first day. If the hotspot has not been picked up by an hour before closing on the third day, the hold will be canceled.
- Hotspots may only be checked out and returned at WACL. Holds may be placed by calling the library or stopping by the circulation desk. Holds placed online will not "trap" a hold on hotspots, as they are listed as "no request."