

Circulation Policy for Tech Gear Collection

The Help Desk's Tech Gear Collection is available to current law students. These items are available for check out from the Help Desk office located in room 265D between the hours of 9am and 8pm, Monday, Tuesday and Thursday, 9am – 6pm Wednesday and 10am – 4pm Friday. These items may be returned after hours to the Westminster Law Library Circulation Desk.

Tech Gear Items include:

[Dell laptops](#), [Mac chargers](#), [Dell chargers](#), [Mac VGA dongles](#), [Universal charger](#), [HDMI dongles](#), [iPhone chargers](#), [Lenovo chargers](#), [Mac Ethernet dongles](#), [External optical drives](#), [PowerPoint clicker](#).

Tech Gear Collection Materials				
Material	Loan Period	Renewals	Requestable	Fines
Laptops	7 days	1	No	\$1/Item/Day, \$50/Item Max
Chargers, Dongles, Clickers, External Drives	3 days	1	No	\$1/Item/Day, \$50/Item Max

All fines associated with overdue materials will be collected or waived by the Ed Tech office (Room 265D).

Tech Gear Items are declared "lost" after being overdue 45 days. A patron who loses or damages a Tech Gear Item must speak with the [Director of Educational Technology](#) regarding the replacement costs. The patron must pay the replacement cost, a \$25.00 processing fee as well as a \$15.00 billing fee.

Tech Gear can be renewed one time using the [online catalog](#), at the Help Desk, or the Law Library Circulation Desk.