



Community Homeworks Tool Library Member Agreement

Purpose: The Community Homeworks Tool Library was established for the purpose of providing tool support to individuals and organizations within Kalamazoo County, Michigan.

We are here to serve you. We seek to create a space for trust and belonging. Remember that the tools you are borrowing are being shared among the whole community – please care for them, bring them back, and communicate needs early to help us collectively maintain a good experience for all members.

Eligibility: Applicants who meet these requirements are eligible for membership in the Library:

- Individuals at least 18 years old who reside in Kalamazoo, County, MI
- Any organization or entity based in Kalamazoo County, MI with a mission which Community Homeworks determines positively affects the community.

Becoming a Member:

- You must register for membership with the Library prior to borrowing tools and sign a waiver and release of liability form provided by Community Homeworks in addition to this member agreement.
- A current photo ID(driver's license, county ID, military ID, passport, etc.) and proof of residency within Kalamazoo County, Michigan (utility bill, lease, bank statement, etc.) are required for membership.
- Members must maintain the appropriate insurance coverage and any required certifications in order to borrow and safely store Library tools.
- Members must own the subject property or have legal authority to make their contemplated modifications to the subject property. The subject property must be located in Kalamazoo County, Michigan.

How it Works:

1. The **loan period for borrowing tools is typically seven (7) days**, with some exceptions for high-demand items. Up to ten (10) hand tools and three (3) power tools may be borrowed at a time, with some exceptions on a case-by-case basis.
2. **Members can request renewal** of a tool loan by contacting Library staff. The Library reserves the right to refuse or limit renewals, particularly of high demand or seasonal tools or tools that have been reserved by other members.
3. **Members can request a reservation** online the day before or the same day they plan to pick up a tool through our member portal. If you fail to pick up the tool as agreed, The Library may lend the tool to another borrower. Seasonal demands may affect reserve policies.

4. **You agree to return any borrowed item on or before the due** date in the same or better condition as when it was borrowed, excepting normal wear. Tools may be cleaned on site at the Library.
5. **You, the Member, are responsible** to ensure safe and proper use and storage of Library tools. Only the member or designated secondary household member are authorized to use and store the tools. You agree to indemnify, defend, and hold harmless Community Homeworks from and against any liability or loss arising from your participation in the Library, including any liability or loss to third parties who reside with you or come in contact with borrowed tools.
6. **Members will not be charged fees for tools that are late, lost, or damaged.** However, if you lose or damage a tool, we will welcome a monetary donation to help cover the cost of repair or replacement.
7. **If a borrowed tool becomes unsafe or in a state of disrepair, stop using the tool,** return it to the Library, and describe to staff what happened so we can diagnose the problem.
8. **Community Homeworks is not responsible for any manufacturing defects** in the quality of workmanship or materials inherent in any borrowed tool.
9. **All tools and equipment lent by the Library are the property of Community Homeworks.**
10. **If tools are not returned by the due date, the Library will issue an overdue email reminder and reach out to you personally to make a tool return plan.** If the tools are not returned in a timely manner after we reach out, we will work with you to determine additional steps needed to retrieve them.
11. **The Library retains the right to determine eligibility for participation in the Library;** and to interpret the terms and provisions of this policy in its sole discretion. If a member has repeated incidents of overdue, lost, or negligently broken items, we reserve the right to terminate membership at any point.
12. **Borrowed tools must be returned during Library open hours or by appointment to be inspected and checked in by a Library employee or volunteer.** Items may not be left outside or returned to non-Library Community Homeworks staff.
13. **No Warranty.** All tools and equipment are provided “as is” and “as available”. Community Homeworks does not warrant that any tool or equipment will be safe, uninterrupted, error-free, or suitable for the Member’s intended use.

By signing below, I acknowledge that I have read, understand, and agree to comply with the terms and conditions set forth in this document.

Date: _____

Member’s Signature: _____

Member’s Name(printed): _____

Our Mission: Empowering our neighbors to maintain safe, stable, and sustainable homes for generations.