

ADLER DISCOVERY KIT CHECK OUT PROGRAM GUIDELINES

*Thank you for your interest in the Adler Discovery Kit Check Out Program.
We are confident that our kits will be a hit in your classroom.*

- Reservation requests must be made at least 1 week prior to anticipated pick up date.
- Only one kit can be checked out at a time.
- Discovery Kits may be checked out for four weeks at a time.
- Borrowers will be required to sign a loan agreement assuming full financial responsibility for any late, lost, or damaged materials.
- Discovery Kits must be returned during Adler's normal operating hours, 10:00 am – 4:30 pm.
- There is a \$10 late fee for each day the Discovery Kit is overdue.
- After returning a Discovery Kit and Adler Educator will inventory the kit, we do not charge for normal wear and tear, however if any materials are missing or damaged Adler will issue an invoice for the cost. The borrower **MUST** pay the invoice in full with a check made payable to Adler Planetarium.