

NMCPLS VHS to DVD Converter Policy

Approved 11/2016, Amended 5/2018

The Elwood Public Library of the North Madison County Public Library System offers VHS to DVD Conversion to NMCPLS library card holders in good standing.

- Reservations are required and can be made in person or via phone.
- The charge for this service is \$5.00 per DVD. Blank DVDs are supplied.
- The standard recording time of a DVD is two hours. Multiple titles can be recorded onto a single DVD.
- Use of the VHS to DVD converter is at the discretion of library staff. The library reserves the right to deny use of the service.
- The North Madison County Public Library System is not liable for any loss or damage to the patron's tape.
- It is expressly prohibited to convert any VHS tapes that violates or infringes upon a patent, trademark, or other proprietary use. Use of the converter and associated equipment shall follow all legal guidelines. U.S. Copyright Law governs the making of photocopies or other reproductions of copyrighted material. The Library can only convert home movies or VHS tapes that you have recorded.
- The library does not guarantee a successful conversion. The quality of the material will depend on the quality of the recording on the VHS tape.

By signing this policy, I understand the terms and agree to abide by them when using this service.

Print Name: _____

Library Card Number: _____

Phone Number: _____

General Description of Video: _____

Signature: _____