

# Enrollment Form

## Reciprocal Lending Arrangement (RLA)

### WHAT IS RLA?

Similar to physical inter-library loan, OverDrive's Reciprocal Lending Arrangement (RLA) program allows users with an eligible card at one library to borrow digital titles from other libraries participating in the same RLA group.

### DISTINGUISHING HOME AND VISITORS

With RLA, a user with a library card to your library is called a **"home user"** and the same user visiting another library's digital collection is called a **"visitor."** Libraries participating in the RLA group will determine the level of access for visitors. For a consistent user experience, we highly recommend all libraries in the RLA group select the same settings for visitors.

### PREFERENCES FOR VISITORS

Below, please indicate your RLA group's preferred settings for visitors:

1. Allow visitors to place holds ☒ Yes ☐ No
2. Allow visitors to recommend titles for purchase ☒ Yes ☐ No
3. Allow visitors to borrow titles that are Metered Access by checkout ☒ Yes ☐ No
4. Allow visitors to borrow titles that are Metered Access concurrent use ☒ Yes ☐ No
5. Allow visitors to borrow titles that are Metered Access by the earlier of time or checkout ☒ Yes ☐ No
6. Allow visitors to borrow titles in the Cost Per Circ lending model ☒ Yes ☐ No
7. Allow visitors to have access to Lucky Day titles ☒ Yes ☐ No
8. Library wishes to prioritize holds for its home users ☒ Yes ☐ No

*Visitors will not have access to Simultaneous Use content (including Magazine subscriptions and Database Subscriptions).*

*Visitors will not have access to streaming media in the Cost Per Circ lending model.*

*Visitors will have access to all one copy/one user titles and Metered Access By Time titles in Library's collection.*

### TERMS AND CONDITIONS

- In order to maintain eligibility in the RLA program, each RLA Library agrees to spend an annual amount equal to at least ninety-five percent (95%) of their previous fiscal year's total content expenditure with OverDrive. If an RLA library fails to meet this spending minimum and does not spend the required amount within thirty (30) days of written notification from OverDrive, OverDrive reserves the right to temporarily suspend and/or terminate the RLA library's access to the RLA group, at its sole discretion.
- To evaluate trends in RLA usage, libraries participating in RLA agree to share basic collection information, such as patron activity and collection size, with other libraries participating in the RLA group.
- Any or all of the RLA libraries listed below may terminate their participation in the RLA program for any reason by providing OverDrive and the other participating libraries at least thirty (30) days prior written notice.



- This Agreement is a commitment of the current revenues of the Library. If Library's governing body or similarly related entity fails to appropriate sufficient funds in any fiscal year for payments due under this Agreement, then a non-appropriation event shall be deemed to have occurred. If a non-appropriation event occurs, (1) Library shall give OverDrive immediate notice of such non-appropriation event and provide written evidence of such failure by Library's applicable governing body and (2) on or before sixty (60) days from OverDrive's receipt of notice of non-appropriation, the parties shall cooperate to determine an appropriate course of action as it relates to the OverDrive services provided under this Agreement. In the event that after such sixty (60) day period, no determination is reached on payment and continued provision of services is not possible, then the Agreement and all services hereunder shall terminate on the first day of the fiscal year in which funds are not appropriated.
- On behalf of your library, you agree to participate in the RLA based on the settings selected above. Please execute this Reciprocal Lending Arrangement Enrollment Form in the space provided below.

Library Name: **City of Redondo Beach**

Name: **William C. Brand**

Title: **Mayor**

Date: **September 21, 2021**

Total Content Expenditures: **\$4000.00**

Fiscal Year End: **June**

Signature: \_\_\_\_\_