

Shutesbury Public Library – Kayak Loan Program - Policy

All users of kayaks and related equipment, and the parents or guardians of minors, are responsible for understanding and following the Shutesbury Public Library Kayak Loan Program Policy.

Only individuals who have signed a Kayak Loan Program Release and Policy—or, in the case of minors, have had the Release and Policy signed on their behalf by a parent or legal guardian and submitted to the Shutesbury Public Library—may use library kayaks and related equipment.

Parents or legal guardians of children ages five through seventeen must sign a Kayak Loan Program Release and Policy for any equipment used by their children. Children may not use kayaks or related equipment without parental or guardian supervision. All release terms apply to both borrowers and their children.

References to kayaks and equipment in both this Policy and the Kayak Loan Program Release apply only to the specific watercraft and associated gear made available by the Shutesbury Public Library on the date requested.

- Kayaks may be borrowed and used by Shutesbury residents and CWMARS library card holders. Shutesbury residents may also borrow kayaks on behalf of guests, provided those guests have completed the required paperwork.
- Use of kayaks is subject to availability of boats and appropriately sized life jackets.
- Anyone using a kayak must wear a U.S. Coast Guard-approved life jacket (personal flotation device).
- All borrowers must have a valid CWMARS library card in good standing. If borrowers are not known to library staff, a valid photo ID must be presented with the library card.
- All borrowers must read and sign the Kayak Loan Program Release and Policy each time they borrow a kayak.
- Call the library at 413-259-1213 to check availability. Kayaks may be reserved for same-day use only; advance reservations are not permitted.
- Kayaks may be borrowed for up to two days.
- Kayak loans cannot be renewed.
- Kayaks may only be used by individuals who have signed and submitted the required Release and Policy forms. Boats and related equipment may not be loaned to others.
- Kayaks may only be used at Lake Wyola. Removing equipment from Lake Wyola violates this borrowing agreement and may result in an investigation for theft and/or conversion of library property.
- After each day of use, borrowers must return the boat to the storage rack and secure it with the provided lock.
- Kayaks may be used only between sunrise and sunset. Users are encouraged to finish paddling at least thirty minutes before sunset to allow enough daylight to properly secure the boat.

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- Kayaks may not be left unattended or unsecured at any time.
- Keys, life vests, and paddles must be returned to the Shutesbury Public Library during open hours by the specified due date.
- Equipment returned after the due date is subject to a \$10 per day late fee, up to a maximum of \$50.
- Equipment (including parts) that is damaged, lost, or more than 30 calendar days overdue will be billed at the replacement price listed in the item record.
- Failure to pay for lost or damaged equipment will result in the loss of borrowing privileges at all CWMARS libraries.
- Please note that all beaches and docks on Lake Wyola—other than the State Beach, the boat ramp at the end of Randall Road, and the small beach at Elliot Park where the kayaks are stored—are private property.
- Please note that the only public restroom available to kayakers is the composting toilet located near the boat ramp.

I, _____, understand and agree to the above policy regarding library kayak use.

Borrower Signature: _____

Date: _____

Due Date and Time: _____

Library Staff: Please verify that the library card and identification were checked and that the release and policy were read and signed.

Staff Initials/Date: _____

Shutesbury Public Library Kayak Loan Program Policy approved by the Library Board of Trustees, July 24, 2023. Amended June 18/2026