

UTC Library Studio Borrowing Policies

ITEM	LOAN LENGTH	MAX ITEMS AT ONE TIME	RENEWALS	LATE FEE	REPLACEMENT FEE (billed after due date)
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A/V KITS

HD Camcorder Kit	3 Days	1	See Desk	\$20/Day	Market Value (1 week overdue)
4k Camcorder Kit	3 Days	1	See Desk	\$20/Day	Market Value (1 week overdue)
GoPro Kit	3 Days	1	See Desk	\$10/Day	Market Value (1 week overdue)
Hybrid Camera Kit	3 Days	1	See Desk	\$25/Day	Market Value (1 week overdue)
Audio Kit	3 Days	1	See Desk	\$10/Day	Market Value (1 week overdue)
LED Light Kit	3 Days	1	See Desk	\$20/Day	Market Value (1 week overdue)

ACCESSORIES

USB Microphone	3 Days	1	See Desk	\$5/Day	Market Value (1 week overdue)
Lapel Microphones	3 Days	1	See Desk	\$5/Day	Market Value (1 week overdue)
Condenser Mic	3 Hours (in-Studio use)	1	See Desk	\$5/Day	Market Value (1 week overdue)
Camera Lenses	3 Days	1	See Desk	\$5/Day	Market Value (1 week overdue)
Camera Cage	3 Days	1	See Desk	\$5/Day	Market Value (1 week overdue)
Light Accessory	3 Days	1	See Desk	\$5/Day	Market Value (1 week overdue)
External Monitor	3 Days	1	See Desk	\$5/Day	Market Value (1 week overdue)
Light Kit Diffusers	3 Days	1	See Desk	\$5/Day	Market Value (1 week overdue)
Tripods	3 Days	1	See Desk	\$5/Day	Market Value (1 week overdue)
GoPro Mounts	3 Days	1	See Desk	\$5/Day	Market Value (1 week overdue)
Tripod Dolly	3 Days	1	See Desk	\$5/Day	Market Value (1 week overdue)
Wacom Tablet	3 Hours (in-Studio use)	1	See Desk	\$0.05/Minute	Market Value (1 week overdue)
USB Drive	2 Weeks	1	1	\$5/Day	Market Value (1 week overdue)
Headphones	3 Hours (in-Studio use)	2	See Desk	\$0.05/Minute	Market Value (1 week overdue)

Details on specific technologies available at: utc.edu/library/services/technology/equipment-check-out.php

Questions about borrowing?
Contact (423) 425-2219 or libstudio@utc.edu

Renewals for Studio equipment available in-person at the Studio desk only if another item of the exact type is available.

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Microcontroller Kit	1 Week	1	See Desk	\$5/Day	Market Value (1 week overdue)
Raspberry Pi B+ Kit	1 Week	1	See Desk	\$5/Day	Market Value (1 week overdue)
Oculus Rift DK2	1 Week	1	See Desk	\$5/Day	Market Value (1 week overdue)
Leap Motion	1 Week	1	See Desk	\$5/Day	Market Value (1 week overdue)
Makey Makey	1 Week	1	See Desk	\$5/Day	Market Value (1 week overdue)
Digital Sandbox	1 Week	1	See Desk	\$5/Day	Market Value (1 week overdue)
<i>Details on specific technologies available at: utc.edu/library/services/technology/equipment-check-out.php</i>					

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Audio Suite	3 Hours	1	See Desk		
Photography Suite	3 Hours	1	See Desk		
<i>Details on room specifications and reservations available at: utc.edu/library/services/studio/space/index.php</i>					

Library Billing FAQs

HOW DO I PAY MY FINES?

You may pay fines in person at the Circulation Desk. In some cases, fines for long-overdue and billed items may be paid either through the Bursar's Office or through your MyMocsNet account. Call, email, or visit the Circulation Desk for details on which option is best for your situation

I LOST SOMETHING, HOW MUCH WILL I BE CHARGED?

Materials are billed at current market value plus a \$5 non-refundable replacement fee. In lieu of paying market value for a lost item, library patrons may also choose to provide the library with a replacement item approved by the library.

UTC patrons will need to email the UTC Library (libcirc@utc.edu) to initiate this process.