

Disc Cleaning and Repair Policy

The Loudonville Public Library is proud to offer this special service to our patrons under the following terms and conditions:

- 1) Please limit repairs to five (5) discs per visit and please bring the discs in a clearly marked case or CD-type holder.
- 2) The library suggests a \$2.00 donation per disc to offset the costs associated with offering this special service.
- 3) You will be notified by email/phone when your discs have been processed; otherwise please wait 7 days before calling the library.
- 4) The library assumes no responsibility for items lost or damaged, during the repair process.
- 5) We will make a reasonable attempt to repair the customer's discs to pristine condition, with the following understanding:
 - a. Not all discs can be repaired – we cannot repair cracked discs or discs that have been damaged by deep scratches, heat or chemicals.
 - b. While most repaired discs will be returned in almost like-new condition, there may be a slight, barely noticeable circular pattern created during the wet sanding process or there may be text labeling near the center ring of the disc worn away. This is normal and cannot be avoided. It should not affect the playability of a repaired DVD, video game, or CD.
 - c. While most returned discs will be in substantially better condition than when received, we assume no responsibility for further damage caused by our process. For example, while repairing very deep scratches in a highly damaged disc, it is possible that during the process we may damage the data layer while attempting to remove the deep scratch.

Thank you for your consideration in abiding by our terms of agreement.

Customer Name: _____

Phone Number: _____

Title(s): _____

I agree to the above Disc Cleaning and Repair Policy.

Signature: _____