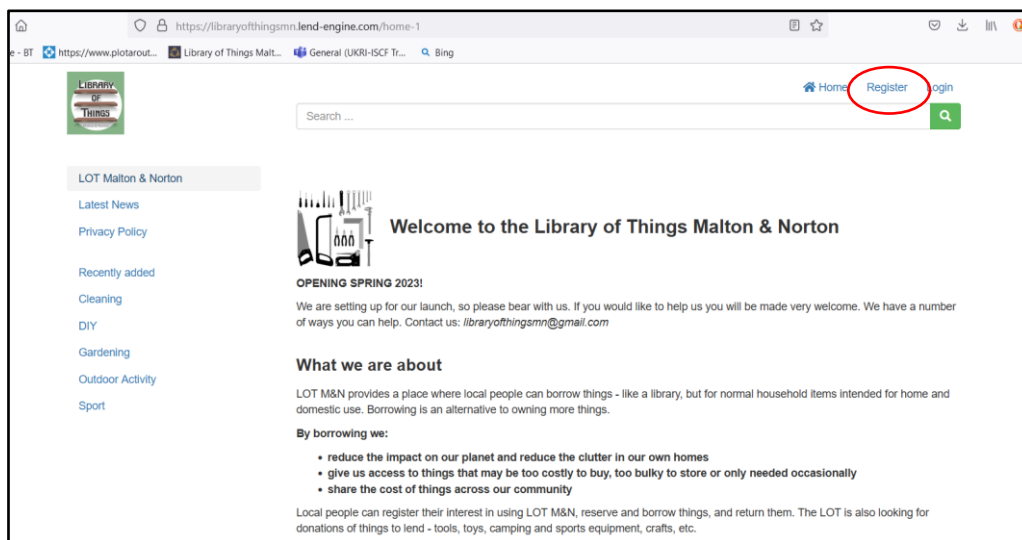




# Library of Things Malton & Norton User Guide

## Registering with LOTMN

Go to <https://libraryofthingsmn.lend-engine.com> and click on “Register” at the top right.



Fill in the information and click the box to accept Terms & Conditions. These can be found by clicking on the link on the home page menu. **Note: this also contains the Membership Agreement Form that you will need to provide when you pick up your first item. You will also need a photo ID or a bank card and bill with address.**

Register

First name

Last Name

Email address

Telephone

Your preferred language

House number / street

City

County

Postcode

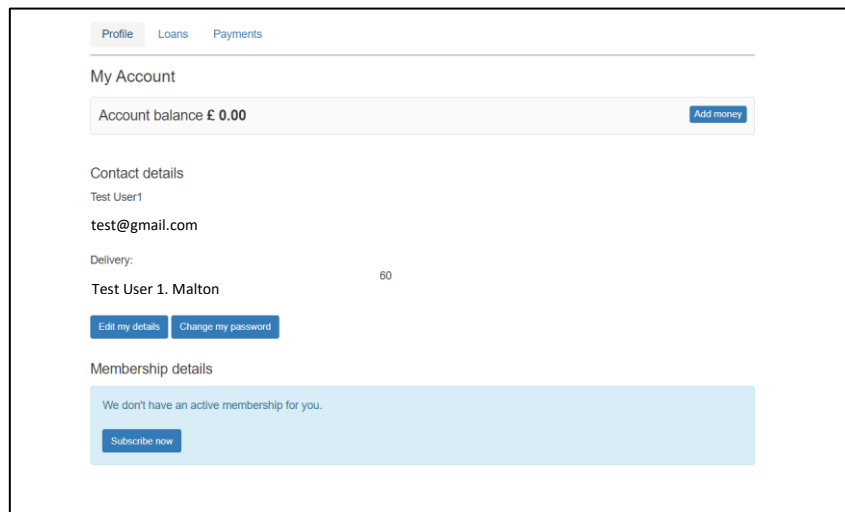
Country

Password:

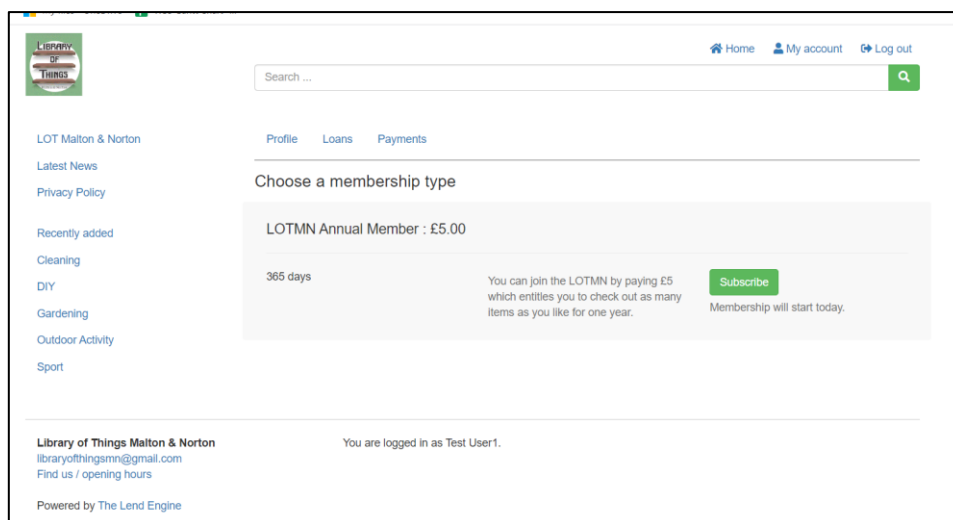
Repeat password:

I agree to the Terms and Conditions

This will take you to your account page.



You can now subscribe to membership by clicking on “Subscribe now” at the bottom of the page and then click “Subscribe” for LOTMN Annual Member. The cost of an annual membership is £5 which helps to cover our expenses such as cleaning, repair and insurance.



Enter your credit card number to pay the £5 membership. If you choose to store the card number, it will not be stored by LOTMN, but by the Stripe secure site which is independent of the library.

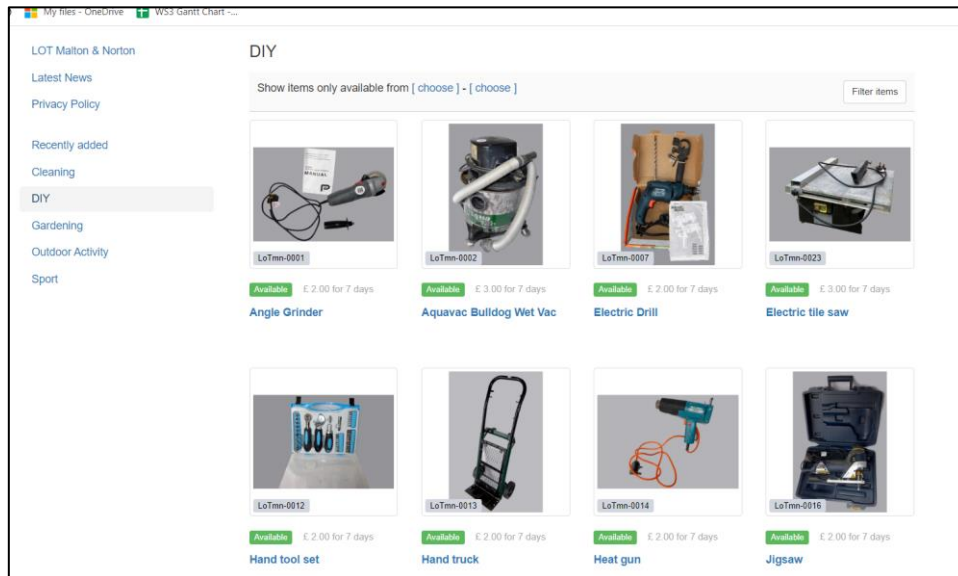
**If you do not have a credit card and want to become a member, please contact us at: libraryofthingmn@gmail.com**

**You are all set up check out items!**

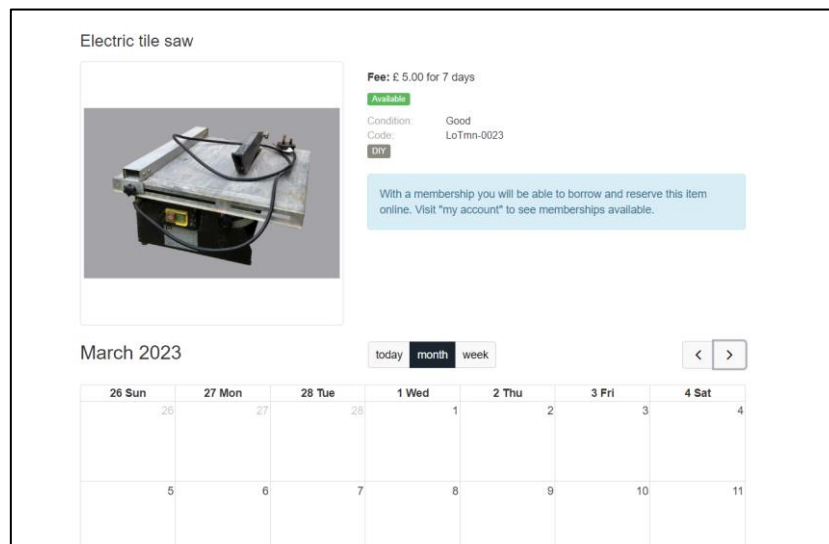
## Checking out items with LOTMN

On the left side of the website you can see a list of types of items you can check out for use. Items are checked out for **one week**. You can pick them up from LOTMN on Thursdays from 5-7pm and return a week later at the same time.

Click on a category of item to choose the available items. The item will be shown as “Available” if it is not checked out by someone else.

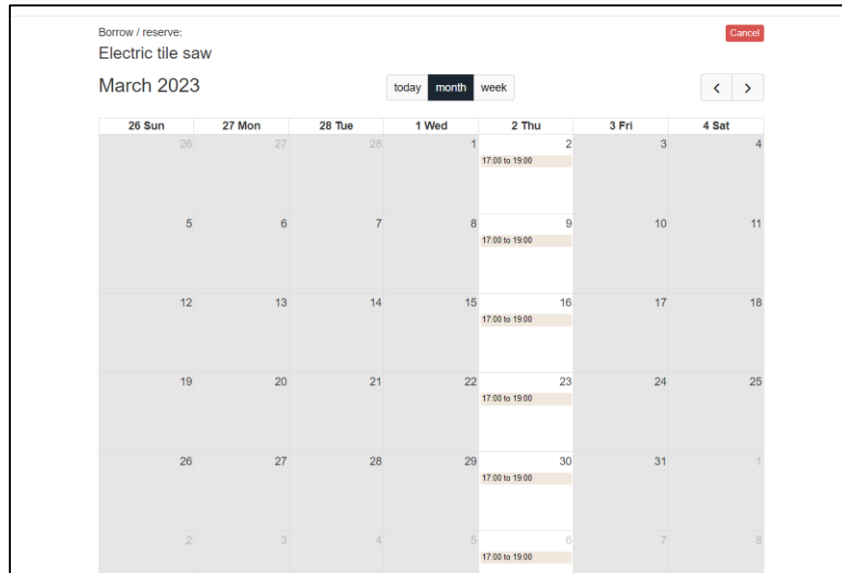
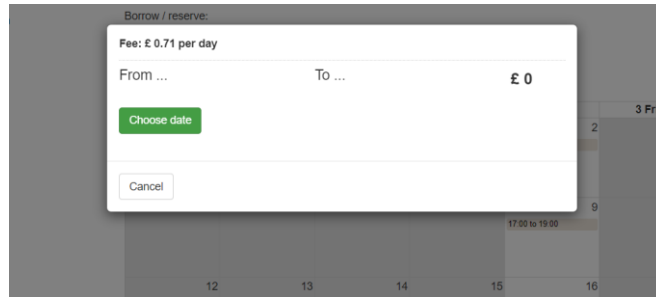


Choose your item.

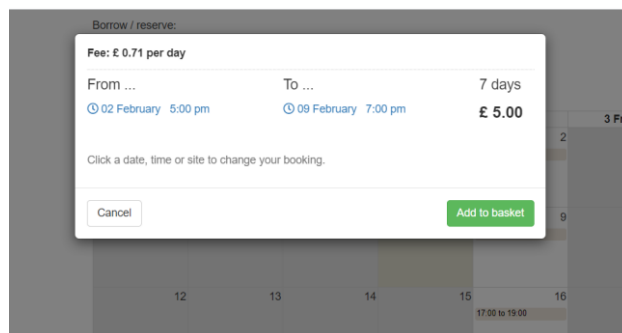


Click on any date and click on “Choose Date” in the pop-up window to bring up a calendar showing the actual available pick-up and drop-off dates.

**NOTE: pick up and drop off are Thursdays from 5-7pm only!**



Click on the date you want to pick up and click on “Add to Basket”.



You can add more items to your basket and when you are finished, click “Check out now”.

On the checkout page, you will be given the choice of payment methods. Choose “Stripe” which connects to a secure payment site. Enter your credit card number and “Check out”.

+ Add new page/link

Available after 02 March 5:00 pm from LOTMN Main Site

Electric tile saw 5.00  
Code: LoTmn-0023  
Due at 09 March 7:00 pm ( 7 days )  
[Remove](#)

[Choose a new return date](#)

[Add stock item](#) [Add loan item](#) [Add service item](#)

<b>Total</b>	<b>£ 5.00</b>
Charged to account	£ 0.00
To pay	£ 5.00

Payment details

Payment taken now  **Payment method** Stripe

Card details

Save this card for future use

Payment note

[Delete this loan](#) [Check out](#)

**If you do not have a credit card, please contact us and we will arrange to reserve the item for you and arrange payment.**

If you click on “My account” at the top of the page and then on “Loans” in your profile, you will see the items and their status.

Contact: [libraryofthingsmn@gmail.com](mailto:libraryofthingsmn@gmail.com)