

## Kindness Audit Directions

Walk around the first and second floors of the library. Imagine you are looking for a book or a place to study.

Take pictures with your phone (optional). Provide captions about anything you think is done well or could be done better. If you prefer not to take pictures, feel free to provide descriptive notes on what you see. Note anything that catches your eye. Pay attention to things that you might usually ignore like signage or lighting.

Note things that confuse you or strike you as incorrect. Include any comments you have about the library space.

Take your time. Do not rush. It is fine if this takes a while.

When done please send your notes (or scan of your notes) and/or pictures to [vvulawlibrary@mail.wvu.edu](mailto:vvulawlibrary@mail.wvu.edu).

If you notice anything that needs immediate attention, tell someone at the desk. Don't forget to pick up swag from our sponsors.

Thank you for your help!

The Library Kindness Audit is sponsored by Thomson Reuters West, Lexis Advance and Bloomberg Law. All participants who email feedback will be entered into a lottery to win gift cards provided by our sponsors.

# WVU College of Law Kindness Survey Incentive

## Official Rules

### **NO PURCHASE NECESSARY. A PURCHASE OR PAYMENT OF ANY KIND WILL NOT INCREASE YOUR CHANCES OF WINNING.**

1. **Eligibility.** The WVU College of Law Kindness Survey Incentive (the “Promotion”) is open only to the students, faculty, and employees (excluding members of the law library faculty and staff) of West Virginia University College of Law who are legal residents of the fifty (50) United States and the District of Columbia who are at least eighteen (18) years old at the time of entry, who did not make any purchase or payment for the purpose of entering this Promotion, and who have submitted a WVU College of Law Kindness survey. The Promotion is subject to all applicable federal, state, and local laws and regulations and is void where prohibited.
2. **Sponsor/Administrator.** Law Library as part of the West Virginia University College of Law, Morgantown, WV 26506 is the Promotion Sponsor and Promotion Administrator.
3. **Agreement to Official Rules:** By participating in the Promotion, entrant fully and unconditionally agrees to and accepts these Official Rules and the decisions of the Sponsor and Administrator, which are final and binding in all matters related to the Promotion. Whether an entrant receives a prize is contingent upon fulfilling all requirements set forth herein.
4. **Timing:** September 12-18, 2021
5. **How to Enter:** To enter, complete the survey according to the posted instructions and email your results to [vvulawlibrary@mail.wvu.edu](mailto:vvulawlibrary@mail.wvu.edu). Upon receipt of your completed survey, your email address will be entered into a spreadsheet. A random number generator will be used to select three winners.
6. **Random Drawing and Results:** The winners will be randomly selected from among all eligible entries received. Subject to verification of eligibility and compliance with these Official Rules, the potential winners drawn and verified will be declared the official winners of the Promotion prizes. Winners will be communicated with through their University email accounts on or before September 25, 2021.
7. **Prizes:** Three drawings for one of three \$25.00 gift cards donated for this purpose by LexisNexis, Thomson Reuters/West, and Bloomberg Law are available.

Acceptance of any prize shall constitute and signify the winner’s consent that Sponsor/Administrator and its designees may use the winner’s name, likeness,

and/or prize information in connection with the Promotion for promotional, advertising or other purposes, worldwide, in any and all media now known or hereafter devised, including the Internet, without limitation and without further payment, notification, permission or other consideration, except where prohibited by law.

8. **Limitations of Liability:** West Virginia University is not responsible for: (1) any incorrect or inaccurate information, whether caused by entrants, printing errors or by any of the equipment or programming associated with or utilized in the Promotion; (2) technical failures of any kind, including, but not limited to malfunctions, interruptions, or disconnections in phone lines or network hardware, software, servers, etc.; (3) unauthorized human intervention in any part of the entry process or the Promotion; (4) technical or human error which may occur in the administration of the Promotion or the processing of entries; or (5) any injury or damage to persons or property which may be caused, directly or indirectly, in whole or in part, from entrant’s participation in the Promotion or receipt or use or misuse of any prize. No more than the stated number of prizes will be awarded. In the event that production, technical, seeding, programming or any other reasons cause more than stated number of prizes as set forth in these Official Rules to be available and/or claimed, Sponsor reserves the right to award only the stated number of prizes.

### **9. General Rules:**

All prize details shall be determined in the sole and absolute discretion of West Virginia University. Any person who does not meet the eligibility requirements, as defined in these official rules and as determined in the sole and absolute discretion of West Virginia University, is not eligible to win.

The winner will be responsible for any and all taxes associated with the awarded prize. Federal, State and Local taxes are the sole responsibility of the applicable drawing winners. All federal, state and local laws, applicable taxes, and regulations apply.

All materials submitted to West Virginia University become the property of West Virginia University and will not be returned. Prizes are nontransferable to any other person, including relatives or friends.

West Virginia University, at its sole discretion, reserves the right to select and/or change the prize(s) to be awarded as part of this Promotion or end the Promotion prior to all prize winners being drawn.

Any attempt by any person to deliberately undermine the legitimate operation of the Promotion may be a violation of criminal and civil law, and, should such an attempt be made, Sponsor/ Administrator reserves the right to seek damages from any such person to the fullest extent permitted by law. Sponsor/Administrator’s failure to enforce any term of these Official Rules shall not constitute a waiver of that provision.