

CIRCULATION POLICY

MEMBERSHIP

All residents, business owners, and property owners in the Connetquot Central School District are eligible to receive a Connetquot Public Library membership.

A photo ID for proof of residence is required. Should photo ID have a PO Box, a current cable, phone or utility bill is required.

Residents under the age of 18 requires a parent/guardian to apply for membership, who are liable for all activity conducted on such accounts.

Parents, legal guardians and grandparents can apply for membership a child between birth and age 17. Parents, legal guardians and grandparents are liable for all outstanding debts associated with the child's membership.

Membership is valid for five (5) years for homeowner, business owners and property owners. Membership is valid for one (1) year for renters. For membership to be renewed, eligibility will need to be reconfirmed and be cleared of any outstanding debts.

A membership card will be issued via mail to confirm the address. In the interim, a membership account number will be issued to provide access to all services and one (1) item can be borrowed.

A replacement membership card can be issued for \$1.00.

BORROWING

A member may have up to fifty (50) items checked out and twenty (20) items placed on hold.

A member may only borrow up to three (3) children's fiction books by the same author and up to three (3) children's nonfiction books on the same subject.

Type	Limit	Loan Period	Fine	Age Limit
Books	50	3 Weeks	.02 per day	-
Magazines, Maps	10	3 Weeks	.02 per day	-
Music CDs & Kits	10	3 Weeks	.02 per day	-
Audiobooks	10	3 Weeks	.02 per day	-
New DVD & Blu-Ray	10	3 Days	.50 per day	18 & up
DVD, Blu-Ray & Video Games	10	1 Week	.50 per day	18 & up
Museum Passes	6	3 Days	\$20 per day	18 & up

Library of Things	3	1 Week	\$5 per day	-
Book Club in a Bag	2	6 Weeks	\$1 per day	-

FINES & LOST/DAMAGED

An item will be ineligible for return after six (6) months from the due date and must be paid for.

A lost or damaged item will be charged to a member's account at the original purchase list price.

Members will not be permitted to borrow items or register for classes if their outstanding debt is \$15.00 or higher.

RENEWAL

All borrowed items can be renewed up to two (2) times as long as the item is not on hold for another member.

Overdue items that are renewed will accrue fines from the original due date until the date of renewal.

INTERLIBRARY LOANS

Members are eligible to request items from other libraries. Interlibrary loans are subject to the fees and policies set by the lending library.

Members of other libraries may be eligible to borrow up to ten (10) items, excluding new items, circulating equipment and museum pass.

Policy 800-10
Adopted 10/11/2018