

## **POLICY GOVERNING MUSEUM PASSES**

Passes sponsored by the Friends of the Nanuet Library

The Nanuet Public Library loans membership passes to a number of area museums.

The membership passes are available for loan to adult Nanuet Public Library patrons in good standing. A current adult Nanuet Public Library card is required.

Families and individuals may borrow only one pass at a time.

Passes cannot be reserved in advance but will be held for a maximum of thirty minutes by the library's clock, provided the desired pass is available in the library at the time the request is made.

Please call 623-4281 x 128 or stop by the Adult Reference Desk to check on the availability of a pass.

Passes circulate for three (3) days.

(ex: a pass borrowed on a Tuesday is due on Friday).

Passes must be returned in person to the circulation desk.

A \$5.00 fine will be imposed if the pass is returned in the book drop.

Passes cannot be renewed.

A late fee of \$10 per day, up to the cost of museum membership, will be imposed for every day the pass is late.

Replacement cost for lost passes is the museum's membership charge to the Friends of the Library for a replacement pass.

It is the borrower's responsibility to confirm hours of operation, exhibits, parking fees, etc.

Failure to abide by these regulations may result in forfeiture of borrowing privileges. Regulations may be revised at any time.

Procedure December 2007

Revised policy passed by resolution of the Nanuet Public Library Board of Trustees,  
April 28, 2009

Revised: August 30, 2010