

1. Each individual is responsible for all materials borrowed on his / her card. The borrower is expected to return materials on time and in good condition. Borrowers will pay fines on overdue materials and will pay the cost of damaged or lost materials plus the current processing fee. For his/her own protection the borrower should inform the library immediately if a card has been lost, misplaced or stolen. The library should also be notified immediately of any change of address, telephone number or name.
2. All persons are required to use their own personal library card for all transactions. The card of a relative, other family member, etc. will not be accepted. The library staff will reserve the right to request identification, if there is a question about the identity of the card use.
3. Parents or guardian will be required to sign for financial responsibility for their dependent children, up to the age of 18, when a library card is first issued.