

**Abington Public Library
Borrowing Policies**

Borrowers are responsible for any and all items checked out on their card. Loan policies are hereby defined:

<u>ITEM</u>	<u>DAILY</u>		<u>MAX. FINE</u>	<u>LOAN PERIOD</u>	<u>LIMIT/CARD</u>	<u>RENEWALS</u>	<u>HOLDS</u>
	<u>FINE/FEE</u>						
Book	\$ -	\$ -	-	3 weeks	none	3	yes
New Book	\$ -	\$ -	-	2 weeks	none	1	yes
Magazines	\$ -	\$ -	-	2 weeks	none	2	yes
Juv. Magazines	\$ -	\$ -	-	3 weeks	none	3	yes
Juv. Book	\$ -	\$ -	-	3 weeks	none	3	yes
Paperbacks	\$ -	\$ -	-	3 weeks	none	3	yes
DVD's	\$ -	\$ -	-	2 weeks	5	1	yes
Juv. DVD's	\$ -	\$ -	-	2 weeks	5	1	yes
AudioBooks-CD(AD, YA,Ch)	\$ -	\$ -	-	3 weeks	5	2	yes
Compact Discs	\$ -	\$ -	-	2 weeks	5	1	yes
Attraction / Museum Passes**	\$ 10.00	\$ 30.00		1 day	1	0	yes
Equipment (value less than\$100.00)*	\$ 1.00	\$ 25.00		2 weeks	2	0	yes
Equipment (value \$100.00 or more)**	\$ 5.00	\$ 50.00		2 weeks	1	0	yes

Some equipment may be covered by a separate policy; in the case of a conflict the individual item policy prevails.

*Borrower must be 12 years of age or older and must present ID in addition to their library card. A photocopy will be made of the ID.

School ID, parent ID or a parental note will be accepted for ages 12 - 17.

**Borrower must be an adult, 18 years of age.

1. The parent or guardian will sign a statement of financial responsibility for users under 12 years of age.
2. Users whose fines/fees/lost charges exceed \$15.00 will be blocked.
Staff may follow OCLN policies, with some discretion, for fines from other libraries over \$15.00.
3. Users with 3 claims returned/claims never had or 6 over due items will be blocked.
4. Users with an item more than 45 days overdue will be blocked.
5. Upon providing a photo ID and proof of current residence, library users may apply for a borrowers card.
Cards for children younger than 12 will be issued based on the ID of the accompanying parent/guardian, who must sign the child's application.
At staff discretion children 12 and older may be issued a card using Abington Public Schools issued documents or technology as ID.
Children younger than 5 years of age should use their parent/guardian's card.
This library card, if in good standing, may be used in certified libraries statewide.
For further information please see <https://www.abingtonpl.org/index.php/using-the-library/how-to-get-a-card>
6. Patrons may borrow 1 item without their borrowers card, provided valid identification is shown.
7. Patrons who return items with missing and/or damaged parts will be charged a \$5.00 processing fee per item if the item is repairable. If not, the replacement cost of the item will be charged.
8. While there are no limits on the amount of books borrowed, limits may be imposed in a subject area when demand is high.
9. For items with individual borrowing policies, the policy for the individual item will be enforced. Please see policies for hotspots and the telescope.