

Circulation Policy

Borrowers: Borrower's cards are issued at no charge to residents of Seabrook, taxpayers of Seabrook, Town of Seabrook employees, employees of a Seabrook business, and teachers in the Seabrook school system and Winnacunnet High School. Others may purchase a non-resident card at an annual cost to be determined by the Board of Trustees. The minimum age for a library card is eight.

Borrowing limits: There is no limit on the number of books, audiobooks, magazines, and the like that can be borrowed. DVDs and CDs have a limit of three at a time. If a person has materials more than 1 month overdue, no new materials may be checked out unless the items are returned or replaced.

Circulation period: All material is loaned out for 2 weeks at a time, except DVDs which circulate for 1 week. Reference materials do not circulate except under exceptional circumstances.

Fines: The Library does not charge overdue fines. However, library materials have been purchased with taxpayer's money and are expected to be returned on time for all patrons to use.

Overdues: New Hampshire RSA 202-A:25 Detaining Books, states that it is a violation of law to detain a book or other library material after being notified in writing to return it. When an item is checked out, the patron is given a due date slip with the name of the item and the date it must be returned.

- First overdue notice is a phone call when the item is 7 days overdue.
- Second overdue notice is a letter sent in US Mail when it is 14 days overdue.
- Final notice is a second certified letter sent in US Mail when it is 21 days overdue.
- Privileges are blocked when it is 21 days overdue, and after a good faith search of the stacks and other locations within the library to find it.
- A bill for the replacement cost is delivered to the patron's home when it is 60 days overdue.