

POLICY - ISLAND PARK MUSEUM PASS PROGRAM

- 1) Free Museum Passes are available to Island Park Public Library cardholders in good standing.
- 2) Passes must be reserved in advance and handled by an adult (18 years or older) family member. Only one Pass may be checked out to a patron at a given time.
- 3) Passes may be borrowed for up to 3 days, and must be returned to the Library no later than one hour before closing on the due date. Passes may not be returned in the book drop.
- 4) Reserves will be taken up to 2 months in advance of the desired date.
- 5) Reservations will be taken either in person or by telephone at 432-0122. Ask for Maria Klein.
- 6) In order to ensure that the Museum Pass can be given to the next patron, keep in mind that there is a \$10 late fee per day, so please return it promptly.
- 7) In the event that non-return of a Pass necessitates the Library to pay the entrance fee for the next user, that entry cost to the museum will be attached to the borrower's record.
- 8) Any user who loses a Pass will be charged the replacement cost of that Museum Pass.
- 9) Patrons should call the museum directly for information on hours of operation, parking and/or directions.
- 10) The Library staff reserves the right to monitor usage to ensure fair access for the greatest number of patrons.

AGREEMENT – ISLAND PARK LIBRARY MUSEUM PASSES

- 1) Free Museum Passes are available to Island Park Public Library cardholders in good standing.
- 2) Passes must be reserved in advance and handled by an adult (18 years or older) family member. Only one Pass may be checked out to a patron at a given time.
- 3) Passes may be borrowed for up to 3 days, and must be returned to the Library no later than one hour before closing on the due date. Passes may not be returned in the book drop.
- 4) In order to ensure that the Museum Pass can be given to the next patron, keep in mind that there is a \$10 late fee per day, so please return it promptly.
- 5) In the event that non-return of a Pass necessitates the Library to pay the entrance fee for the next user, that entry cost to the museum will be attached to the borrower's record.
- 6) Any user who loses a Pass will be charged the replacement cost of that Museum Pass.
- 7) Patrons should check on their own for information on museum hours of operation, parking and/or directions.
- 8) The Library staff reserves the right to monitor usage to ensure fair access for the greatest number of patrons.

Name

Date

05.20.09