

Blossburg Memorial Library Borrower/Circulation Policy

The communities of Blossburg Borough, Bloss, Hamilton, Ward, Putnam, and Covington townships are part of the Blossburg Memorial Library service area. The residents in our service area may obtain a library card free of charge with a Pennsylvania driver's license or photo ID card. Minors under the age of 18 may be issued a library card with the signature of a parent or guardian.

Pennsylvania residents outside the Blossburg Memorial Library service area are also eligible for a library card with a Pennsylvania driver's license or photo ID card.

Lost or Stolen Library Cards

In the event that a library card is lost or stolen, the card may be replaced. Please contact the library to alert us of the situation. The following charges will be applied:

- \$1.00 – First card
- \$5.00 – Each card thereafter

Loan Period and Renewal

- Books, audio books, magazines, and Discovery Packs circulate for 14 days
- DVDs and videos circulate for 2 days
- Items that are overdue may not be renewed
- Items that are on reserve may not be renewed
- DVDs from the JVB rotating collection may not be renewed
- Renewals may be made by phone, computer, or in person
- Some reference materials may be allowed to circulate upon special request

Reserves

- New books must first be placed on the shelf and checked out in person before a reserve can be made
- Reserves cannot be made on DVDs from the JVB rotating collection
- Reserves may be made by phone, computer, or in person
- Patrons will be called twice regarding reserved items. Reserves not picked up after the second call will be cancelled.

Fines and Overdue Materials

- Books and audio books will incur a fine of 10¢ per day per item
- DVDs, VHS tapes, and Discovery Packs will incur a fine of \$1.00 per item per day
- Borrowing privileges may be suspended if a patron has accumulated a fine of \$10.00 or more
- Overdue notices are mailed to patrons on a monthly basis
- Patrons who do not return overdue materials after the second notice will receive a bill for the outstanding items
- Patrons who fail to return overdue materials after the third notice will be turned over to the District Justice

Approved by the Blossburg Memorial Library
Board of Trustees on January 21, 2008