

## Midland Park Memorial Library - Library of Things Policy

### Rules for borrowing

- These materials may be borrowed by any BCCLS cardholder in good standing (no fines or overdue items)
- A parent/guardian must check out items if the cardholder is under 18.
- These materials are checked out at the Circulation Desk.
- Library of Things items may be borrowed for 2 weeks.
- Holds can be placed on Library of Things items through the Library of Things by contacting the library via phone or email. Please wait for a confirmation email before coming down to pick up your item.
- Items will be held for 48 hours.
- They are not renewable. ● Limit two items per borrower at a time.
- Overdue fines are \$1.00 per day up to a maximum of \$10.00. If the item is not returned 30 days past the due date, the patron will be charged the replacement cost.
- Library of Things materials must be returned in person to the Circulation Desk. They may not be returned to another library or in the bookdrop. A \$1.00 fine will be charged if an item is returned in the book drop. A \$10.00 fine will be charged if another item is returned to another library.
- Library of Things materials must be returned complete and packed as they were received. See the Contents List of each item for details.
- Returned items will be checked by a staff member and there may be a replacement charge added to the borrower's library card for any missing or damaged parts.
- If the library is able to easily replace a missing or damaged part, the charge is \$1.00 per replaced part.
- In many cases, parts from Library of Things materials cannot be easily replaced and the kit/game is no longer usable. In those cases the full replacement cost of the item will be charged to the borrower's library account.
- Lost, damaged or unusable Library of Things materials can only be replaced by borrower's payment of the full replacement cost.
- The Library will accept replacement of items in lieu of payment. The item must be exactly the same and brand new.
- Replacement Costs will be listed on each Library of Things item.