

Uxbridge Free Public Library Borrowing Policy

Library Cards

The Uxbridge Free Public Library and CW MARS are dedicated to maintaining the privacy of individual's accounts. For your protection and security, your Library Card is the preferred mode of accessing your account. As a courtesy, when patrons forget their Library Card, a photo identification may be used on occasion. If a patron has neither their Library Card nor photo identification on their person, discretion may be used by the Library Director or Assistant Director for borrowing privileges; patrons must verbally confirm two pieces of account information, such as an address or date of birth. Using your Card indicates that you approve of each item checked out on your account and will be responsible for the safe return of all items.

To obtain a Library Card, patrons must present identification with picture and current address. If a picture identification is not available, patrons may use a formal piece of mail, such as a bill. Temporary residents without proof of address will be mailed a formal letter from the Library to confirm occupancy. Library Cards and replacement Library Cards are free of charge. It is the responsibility of the patron to report lost or stolen Library Cards.

Patrons may allow others to use their card with the understanding that they are responsible for all fines and fees associated with all items checked out on their account. Patrons may pick up items on reserve for a spouse or family member by verbally confirming two pieces of account information. The item on reserve will be checked out to the patron who has the hold on the item. A caregiver may check out materials for the person in their care by confirming account holder information.

Loans and Charges

Any card holder registered with the Uxbridge Free Public Library with an account in good standing may borrow library materials. Patrons with \$10 of charges will have their borrowing privileges suspended until the items are returned or payment is made. Materials borrowed from other libraries may be subjected to different charges.

If an item is lost, patron may either pay for the cost of item or provide an equivalent replacement copy approved by the Library Director or Assistant Library Director. If the item in question is found and returned, replacement fees will be waived. Reimbursement is not offered after transactions are complete. If the lost item is owned by a different library, patron must contact owning library to discuss replacement options.

Library Item	Loan Period	Daily Loan Fines	Number of Renewals
Books, Audiobooks, CDs, TV Series	21 days	.10	1
Magazines	7 days	.10	1
Movies, Board Games, Video Games	7 days	.25	1
TV Series	21 days	.25	1
Speed Reads	7 days	.25	0
Museum Passes	1 day	\$15	0

Note: Fines may be paid at the Library (cash or check) or using your CW MARS account (credit or debit).

Renewals

Most library materials will automatically be renewed once on the due date of the item. Renewals are not available for speed reads, museum passes, and board games. Renewals on interlibrary loan materials are subject to owning library policies. Patrons must contact owning library to request any additional renewals.

Loan Limits

Patrons may borrow up to 50 items at one time. The Library limits patrons to 10 Uxbridge owned DVDs and 3 Uxbridge owned video games.