

## **Borrowing Guidelines**

Library cards are free for residents of Londonderry, own property, or are employed by the Town or School District. Card holders must be at least 6 six years old. You must present proof of residency or employment for the Town of Londonderry or School District when applying for a card. There is a \$3.00 replacement fee for lost cards. Non-residents may purchase a library card for \$50.00 per year. Borrowing is generally unrestricted except for the following:

- Loan periods are 2 weeks for most materials and 1 week for videos and DVDs. There is a 35 item limit per patron.
- Items not on reserve may be renewed three times either at the Library or over the telephone.
- Fines are 10 cents per day except videos and DVDs which are \$1.00 per day.
- Adult borrower cards are required for videos and DVDs.
- The library reserves the right to suspend or revoke any borrowing privileges for not returning borrowed items or not paying fines owed. When an item is more than a month overdue or fines exceed \$10.00, borrowing privileges will be suspended.
- Interlibrary loans will be done for patrons in good standing with the understanding that the process takes a minimum of one to two weeks, depending on the availability of the item.