



Western Sullivan Public Library

MEMBERSHIP: REGULAR POLICY

1. Permanent residents of, or property owners in, the Sullivan West School District are eligible to become members of the Western Sullivan Public Library. Patrons agree to all rules put forth by the Library and are required to use only the card bearing their name unless a Disclosure of Library Records form is on file with the Library.
2. Appropriate identification and proof of residency or property ownership must be presented at the time of application.
3. Any child 5 years of age or older may apply for a library card. All children under the age of 18 must have the signature of a parent or legal guardian on the application form. Parent or guardian will be responsible for materials borrowed by children.
4. Members shall be responsible for associated fees for late, lost, and damaged materials. Payments are by cash, check, or credit card.
5. Refunds will only be issued if the Library is in error. Refunds will be issued via check if payment was in cash or check. Refunds to credit cards will be issued to the original credit card. All refunds will be issued after the next monthly Board meeting.
6. The patron is required to pay the full replacement cost per item in a timely manner. Charges for lost or damaged materials obtained through interlibrary loan will be at the discretion of the lending library. In-kind replacements will be accepted only for items owned by the Western Sullivan Public Library and only at the discretion of the manager.
7. Borrowing privileges will be suspended if materials are not returned and/or fees remain unpaid. In accordance with the ILS policy, patrons owing more than \$10.00 in fines/fees are denied direct access.
8. A patron holding a library card with valid direct-access privileges from any other library belonging to the Ramapo Catskill Library System will be entitled to borrow materials from the Western Sullivan Public Library. A person who does not live within the WSPL service district but within a Ramapo Catskill district library must obtain a card from their home library.
9. Patrons residing outside of the Ramapo Catskill service area may obtain library privileges by paying the required membership fees.
10. Temporary Memberships: See *Temporary Membership Policy*.