

RICHMOND FREE LIBRARY

Library Policies

Library Privileges, Loan Periods & Fines

Individuals and families living in the town of Richmond have free use of the Library and may register as patrons with proof of residence and completion of a registration form. The following documents are examples of proof of residence: driver's license, utility bill, car registration, lease, etc.) Youth may receive a library card at age six. Receipt of a card indicates the cardholder accepts responsibility for lost or damaged materials. Nonresident patronage shall be available for a yearly fee of \$50 per person, ages 12 and over. Use of the library or its services may be denied by the librarian for just cause, including failure to return books or to pay charges, destruction of library property, disturbance of other patrons, or any other objectionable conduct on library premises.

The library participates in the Homecard System (*see Homecard Brochure*). Nonresidents living in towns with libraries participating in the Homecard System and wishing to use RFL must apply for a library card in their town of residence.

RFL materials are loaned for two-week periods with the privilege of renewal unless a request for the book has been placed by another patron. Material borrowed from external sources may be governed by different loan periods, possible fees, and renewal rules.

No fines are charged, but donations are welcome on overdue materials. It is expected that the patron will pay the full value of lost or damaged materials.