

Library Card User Rights and Responsibilities

By applying for an Elizabethtown Public Library/Library System of Lancaster County (hereafter LSLC) card you are applying for confidential borrowing rights of all materials within the lending collection of the Elizabethtown Public Library and LSLC. You further apply for the privilege of using informational and educational databases licensed by the Library/LSLC.

As a Library card holder in good standing you are empowered to use all the resources of the Library (some require additional agreements) and borrow materials from other libraries by placing holds for items held within LSLC and by completing an Interlibrary Loan form for materials outside the county. The Library provides reference assistance, fax and copying services for your convenience at an additional cost. Certain programs and services are available for a fee. Any program or service requiring payment will be clearly disclosed before program or services are rendered.

All Library card holders are responsible to:

- * Behave in accordance with the code of behavior at all times.
- * Give immediate notice of change of address, phone number or other contact information.
- * Provide for the prompt return of borrowed items or the payment for delinquency or loss.
- * Adhere to the laws and local regulations governing Library and information services.

Violation of any portion of the Library card holder's responsibility is cause for revocation of "good standing," thus restricting one's Library privileges or terminating privileges altogether.

U.S. Copyright Law Notice: (Title 17, US Code) prohibits the unauthorized reproduction or distribution of copyrighted materials, except as permitted by the principles of "fair use." Users may not copy or distribute electronic materials (including electronic mail, text images, programs, or data) without the explicit permission of the copyright holder. Responsibility for any consequences of copyright infringement lies with the user.

Library Theft Act Notice: (18 PA CSA § 3929.1) A person is guilty of library theft if he willfully conceals on his person or among his belongings any library or museum materials while still on the premises of a library or willfully and without authority removes any library or museum material from a library with the intention of converting such material to his own use. (c) A person who willfully conceals any library or museum material on his person or among his belongings while still on the premises of the library or in the immediate vicinity thereof shall be prima facie presume to have concealed the library or museum material with the intention of converting such material to his own use.

Retention of Library Property after notice to Return Notice: (18 PA CSA § 6708) A person is guilty of a summary offense if he retains any book, pamphlet, magazine, newspaper, manuscript, map or other property belonging in, or to, or on deposit with, any library open to the public or any part thereof, for a period exceeding 30 days after such library has given written notice to return the same.

Offenses Against Public Order and Decency: (18 PA CSA § 5903) No person, knowing the obscene character of the materials or performances involved, shall: (1) display or cause or permit the display of any explicit sexual materials...in such manner that the display is visible...in any business...where minors, as a part of the general public or otherwise, are or will probably be exposed to view all or any part of such materials; (3) design, copy, draw, photograph, print, utter, publish or in any manner manufacture or prepare any obscene materials; (4) write, print, publish, utter or cause to be written, printed, published or uttered any advertisement or notice of any kind giving information, directly or indirectly, stating or purporting to state where, how, from whom, or by what means any obscene materials can be purchased, obtained or had. (This complete text is available to view at the circulation desk)

Important Library Information:

Hours:

Monday, Tuesday, Thursday 10 AM - 8 PM
Wednesday, Friday 10 AM - 2 PM
Saturday 9 AM - 4 PM
Sunday Closed

The library is closed so that Team Members may be with their families on the following holidays:
New Year's Day, Memorial Day, Independence Day, Labor Day
Thanksgiving (Thursday through Saturday) and Christmas (December 24, 25, 26)

Borrowing Periods:

All juvenile (E, ER, j), young adult (YA) and most adult print materials are loaned for two weeks. Certain best sellers and other in-demand items may be loaned for 7 day periods. Music and books on tape also have a 14 day lend period. VHS and DVD recordings have a 7 day loan period and may not be renewed.

If a special situation arises for which you need an elongated lend period, please speak with a manager on duty to make arrangements.

Renewals:

Print, books on tape and music materials may be renewed if there are no holds or recalls on the item and the patron is in good standing with the Library. VHS and DVD recordings may not be renewed.

Books may be renewed 24 hours per day/7 days per week by dialing 394-1721.

Reference and Miscellaneous Questions:

The Library Team is here for your informational needs. You may ask questions in person or via phone. Some questions may not be answered in the same visit or phone call, but a Library Team Member will respond as quickly as possible.

Some questions may be beyond the scope of the Elizabethtown Public Library. In those rare instances your question will either be forwarded to the appropriate entity or you will be referred to a better source.

Electronic Databases:

As a Library card holder in good standing you have access to a number of electronic information sources. Some are only available in the Library others may be accessed from home. Please visit www.etownpubliclibrary.org for more information and to see the databases that may be accessed from home.

If you have questions or comments about library programs or services please contact the library. If your questions and comments are not resolved, please ask to speak with the Executive Director.