

# Englewood Public Library

## Circulation Policies

- Regular Checkout Quantities are:
  - o Books – 5
  - o DVDs - 2
  - o Books on Tape – 5
- Books and Books on Tape may be out for 2 weeks. The late fee is .10 per day.
- DVDs may be out for 1 week. The late fee is \$1.00 per day.
- You must be 13-years-old to check out DVDs and 18-years-old to check out DVDs that are R-rated.

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Rachael Jones, Library Director

# Computer Use and Internet Policies

## User name: all (there is no password)

- You must check-in with your library card before logging on to any computer.
- All computer use is limited to 2 hours. The time-limit is shortened to 1 hour if there are patrons waiting.
- Children 6 years old or younger are not permitted to use the computers.
- Children 7-10 years of age must be accompanied by an adult..
- You must review and sign the internet safety policy before you will be permitted to begin using our computers.

A user's access to the library and its computer resources is a privilege, not a right. Staff may ask users to remove themselves from Library equipment if they observe any behavior which they judge to be in conflict with this policy.

These rules may be changed without notice by the library board.