

Welcome to the Ocean County Library

We are a public-service organization, dedicated to serving and providing you with a broad range of resources.

The following policies have been established to assist the Library in the equitable distribution and management of its resources to all the diverse communities it serves.

For the comfort of all customers please limit cell phone use.

Thank you for your cooperation.

LOAN PERIODS

Books, spoken word and music CDs and cassettes, non-fiction videos, non-fiction DVDs and CD-ROMs and inter-library loan materials	21 days
New books, magazines	14 days
Video Games	7 days
All feature film videos and DVDs	3 days

RENEWALS

All materials EXCEPT, browser copies and magazines may be renewed twice if not requested by another borrower. Inter-library loan materials may be renewed once for seven days.

OVERDUES PER DAY

Books, magazines, spoken word, Playaways, music cassettes, VHS/DVDs	15¢
Adult feature film VHS/DVDs and video games	50¢
Inter-library loan materials	50¢

FEEES

Reference questions that are mailed out ...First 5 pgs-FREE, Over 5 pgs.-20¢/pg. <i>(Information will be mailed out to customers upon request.)</i>	
Public Photocopy and Microfilm exposure	10¢ per exposure
Earbuds and Blank CDs	\$2.00 each
USB Flash Drives	\$7.00 each
Printouts from public computers	20¢ per page
Temporary Cards	\$8.00 per month <i>(out of county with proof of address)</i>

(Customers supplying their own paper are still expected to honor the printing fee.)

MISCELLANEOUS CHARGES

Inter-library loan materials not picked up	\$5.00
Mailing the Monthly Activities Brochure to your home	\$5.00/year
Collection agency fee	\$10.00
Returned checks	\$10.00
Maximum fine per item	\$15.00

- Customers are not eligible for refunds for lost materials.
- Replacement copies of lost/damaged materials will be accepted if the ISBN is identical.
 - The library will attempt to notify you of holds and items 7 days overdue.
- The Ocean County Library is not responsible for any damage to your entertainment equipment resulting from the use of its materials.

Please Note: Cardholders are responsible for all items on their library card & any fees/fines. All delinquent accounts with fines of \$25.00 or more will be turned over to our collection agency. Please report a lost card immediately.

RULES OF CONDUCT

To provide you with a comfortable and safe environment, the following behaviors will not be allowed in the library:

1. Excessive noise.
2. Smoking.
3. Eating or drinking, except in designated areas.
4. Running.
5. Solicitation.
6. Intoxication.
7. Deliberate mischief.
8. Damaging property.
9. Fighting.
10. Threatening or harassing staff or customers.
11. Possession of a weapon.
12. Using loud, offensively coarse or abusive language.
13. Interfering with another persons use of the library.
14. Bringing an unauthorized animal into the library.
15. Internet is not to be used for illegal purposes.