

## **Amagansett Free Library Circulation Policy**

### **Registration Requirements**

The Amagansett Free Library District serves residents and property owners in Amagansett. To register for a library account, users should present a copy of a lease, mortgage, or tax bill or another reasonable proof of residency. Short term renters may apply for a limited “local use only” library card.

### **Renewals and Reserves**

Renewals and Reserves may be made in person, online, or by telephone.

### **Fines**

The Library does not charge extended use fees; however, patrons are charged a replacement fee for lost or delinquent items. Borrowing privileges will be suspended if an item has reached billed status on a patrons account.

### **Interlibrary Loans**

Patrons may inter-loan items from other Long Island libraries online through the library catalog. For out of state inter-loans, requests are made via a librarian.

### **Loan Periods**

Library books have a 14 day loan period. Magazines and media circulate for seven days. Items renew automatically if no one else is waiting.

Approved July 2002

Amended October 2020