



Borrowing Regulations

Library Cards

1. All Massachusetts residents are entitled a library card, free of charge. You may apply for a library card in person at the circulation desk.
2. The Dickinson Memorial Library is part of the Central and Western MA library system. If you already have a library card from another CWMARS library, you may use that card at the Dickinson Memorial Library.
3. Residents of other states may also obtain a Dickinson Memorial Library card. There is an annual fee for out-of-state residents. For patrons under the age of 60, the annual charge is \$35; for those patrons 60 or above, the annual charge is \$25.
4. Each adult borrower is held responsible for all items checked out on their card.
5. Parent/guardian signature or verbal agreement at signup is required for children under 16 years of age. The parent/guardian will be responsible for the appropriateness of materials and for payment of any damaged or lost items associated with that card.

Borrowing Regulations

1. Books, audiobooks and kits circulate for 21 days with 1 automatic renewal.
2. DVDs and magazines circulate for 7 days with 1 automatic renewal.
3. Museum passes circulate for 24 hours.
4. Materials received through CWMARS or through InterLibrary Loan will follow the policies of the lending library.
5. Patrons may borrow up to 50 items at any given time.

These regulations have been developed in conjunction with the CWMARS Standard Loan Guidelines.

Fines

The Dickinson Memorial Library is a fine-free library. Our items will not accrue late fees. While the majority of the libraries in the CWMARS system are also fine free, there are some that are not. You can accrue late fees on items that have come from libraries that still have late fees associated with their items.



YOUR PLACE

THE NORTHFIELD PUBLIC LIBRARY
115 Main Street 413.498.2455 www.northfieldpubliclibrary.org

Lost or Damaged Materials

Materials that are 28 days overdue are automatically considered lost and will be billed in conjunction with CWMARS policy. If that item is returned to the library, the lost status and bill will be removed.

For lost or damaged materials that are owned by the Dickinson Memorial Library, patrons must talk to a library staff member at Dickinson Memorial Library. Patrons that have lost or damaged items can either replace the lost item with an exact copy or pay the replacement cost of the item to the library.

For lost or damaged materials that are owned by another CWMARS library, the patron must talk with the owning library and follow that library's policies.