



LaGrange Library Policy: Museum Pass

The LaGrange Association Library is pleased to offer a selection of area museum passes to patrons free of charge with the express purpose of enhancing the community's cultural access. Museum passes may be borrowed, free of charge by Mid-Hudson Library System cardholders 18 years of age or over. Library cards must be in good standing (i.e. no outstanding fines totaling \$10 or more).

Patrons are required to verify the museum's hours of operation as well as their terms and conditions placed upon the pass before travel to the museum. Most family passes admit two adults and up to four accompanying children, though it is the patron's responsibility to verify coverage. The Library will not provide additional funds for admission beyond the issuance of the family museum pass.

Passes are subject to availability, and are reserved on a first-come, first-served basis via TixKeeper at www.laglib.org. Only one pass may be borrowed per library card at a time. Borrowers must return a pass before borrowing another one. The Library reserves the right to monitor usage to ensure fair access to the greatest number of patrons.

Passes may be borrowed for 1, 2 or 3 days depending on the location of the institution from the Library, as well as the Library's operating hours. Museum passes will be barcoded and checked out like other circulating material. Passes must be returned to a circulation desk clerk at LaGrange Library no later than one hour before Library closing on the due date.

A fee of \$25 per day will be charged to the borrower for passes held beyond the due date. A pass not returned within seven days after the due date will be considered lost and the borrower charged the current fine or replacement cost, whichever is greater. At this point, a replacement fee based on the museum's replacement conditions will be applied to the patron's library record.

Borrowers are responsible to call the museum directly for hours of operation, parking or directions. Each museum determines the rules and regulations governing the use of its museum pass. The museum pass may not provide admission to all exhibits at the museum.

Borrowers are advised to have a backup plan in case the museum is unexpectedly closed, or if a museum pass is not returned in time. The Library assumes no responsibility of any kind arising out of the reservation or use of museum passes or any parking accommodations.

~ Approved by the Board of Trustees, September 15, 2016