

LOAN PERIODS:

21 DAYS

May be renewed for three weeks if no one else has requested them. Some borrowing limits may apply.

- ◆ Books
- ◆ Books on Tape
- ◆ Compact Discs
- ◆ Books on CD
- ◆ Juvenile Computer Software
- ◆ Adult Computer Software
- ◆ Cloth Bags
- ◆ Comics

21 DAYS – NO RENEWAL

- ◆ Juvenile Magazines

14 DAYS

- ◆ Best Seller Books/High Demand Items

7 DAYS

- ◆ All Other Magazines
- ◆ Other High Demand Items
- ◆ All Children's Videos and DVDs
- ◆ All Other Videos and DVDs

Note: Rental DVDs carry a \$1.00/item fee plus sales tax.

RENEWALS

AUTOMATED RENEWAL LINE: (814) 455-2475

You will be prompted for your library card number and password. Your password is normally your seven digit phone number, unless you have changed it.

INTERNET RENEWALS:

<http://catalog.rielibrary.org>

From the web-based catalog, patrons having a valid Erie County Public Library card and password may renew checked out items.

All library materials, except for rental DVDs and juvenile magazines, may be renewed when:

1. The item is not overdue
2. No other patron has reserved the item
3. The item has not been renewed once before
4. You do not have fines or other overdue items on your account.

ALL OTHER RENEWALS:

Overdue items may be renewed in person at the Blasco Library or any branch library. If an item is not overdue, it may be renewed without bringing the item to the Library.

Rental DVD units must be renewed in person and additional rental fee paid.

RESERVE FEE

A 50¢ per item fee is charged for high-interest items, which includes bestsellers and rental DVDs.

LATE FINES – includes Sundays and Holidays

▪ **15¢ PER DAY PER ITEM FOR ALL MATERIALS.**

- Computer Software
 - Books
 - Comics
 - Magazines
 - Audio Books
 - Compact Discs
- MAXIMUM: \$10.00 PER ITEM

▪ **40¢ PER DAY PER ITEM LATE FINE:**

- Best Seller Books
 - Video Cassettes
 - DVDs
 - Interlibrary Loans
- MAXIMUM: \$10.00 PER ITEM

-INTERLIBRARY LOANS – Maximum \$15.00

OVERDUE NOTICES

1st - 14 days from the date due.

2nd - 28 days from the date due.

After 49 days – Credit Bureau Account.

* Add \$10.00 Service Fee. *

DENIAL OF BORROWING PRIVILEGES

Patron borrowing privileges will be denied if:

1. One or more items are overdue.
2. More than \$1.00 in fines is owed.

LOST OR DAMAGED MATERIAL

LOST ITEM =

Materials valued under \$6 = replacement cost plus \$2 processing fee.

Materials valued @ \$6 or more – replacement cost plus \$5 processing fee.

DAMAGED ITEM = replacement plus \$5 processing fee

BARCODE LABEL = \$1.00

Lost Book Cover, Lost CD or Audio Cassette

Insert = \$1.50

LOST OR DAMAGED:

Audio Cassette plastic bag = 35¢

Compact Disc case = \$1

Video or DVD Box = \$1.50

Computer software case = \$10

RFID Tag = \$2

SCRATCH REPAIR: CD/DVD = \$3

MINOR DAMAGE FEE = \$2 per item

INTERLIBRARY LOAN = cost of item plus any charges or fees set by lending library.

REFUND LOST MATERIALS POLICY

When a patron pays for a lost book or other library item belonging to the Erie County Public Library, a refund will be made if the item is found and returned in good condition within six months. A check for the cost of the item will be mailed to the patron within six to eight weeks. The \$5.00 processing fee is non-refundable. No refund is made if the cost of the item is under \$5.00 or if the item is 49 days overdue or has been referred to a collection agency.

LIBRARY CARDS

Please notify the library immediately if you change your address or lose your library card. You are responsible for all items checked out on your library card.

Internet Use

We are pleased at the Erie County Public Library to be able to offer Internet access to library users. The Internet can provide a wealth of additional sources of information that supplement the print and other electronic resources in the Library.

Internet use is a privilege, and carries with it the responsibility of using it in an appropriate manner. All patrons, including minors, must obey all Internet rules. Children age 12 and under must be accompanied by a parent or guardian. Internet users must have their own valid Erie County Public Library card or Shared Catalog Card or pay a \$1.00 usage fee and show proper identification.

The following behaviors are prohibited and will result in termination of Internet privileges:

Violation of copyright or software license agreements.

Viewing of texts, photos, movies or sound bites of an obscene or pornographic nature as defined in Pennsylvania Obscenity Statute 18 Pa. C.S. 5903.

Use of chat rooms.

Using personal software on Library computers.

Placing unlawful information on a system.

Use which damages equipment and/or software.

Any behavior that is disruptive to the operation of the Library.

Complete Erie County Public Library Internet Use Policy Number 640 available upon request.

Library Website: www.erialibrary.org

Library Catalog: Web Access:
<http://catalog.erialibrary.org>

From the web-based catalog, patrons having a valid Erie County Public Library card and password may renew checked out items, view their library account and place or cancel reserves on titles.

Library Outlets:

Blasco Library
160 East Front Street
Erie, PA 16507 451-6900

Edinboro Branch
413 Plum Street
Edinboro, PA 16412 451-7081

Iroquois Avenue Branch
4212 Iroquois Avenue
Erie, PA 16511 451-7082

Millcreek Mall Branch
2088 Interchange Road
Suite 280
Erie, PA 16565 451-7084

Lincoln Community Center
1255 Manchester Road
Erie, PA 16505 451-7085

CONTACTING THE BLASCO LIBRARY

Circulation 451-6929
Mead Children's Library 451-6936
Reference 451-6927
Automated Renewal Line 455-2475
Interlibrary Loan 451-6922
Bookmobile 451-6935
TDD 451-6931
(Telecommunications Device for the Deaf)

Outreach (Volunteer) Services 451-6959
Heritage Room 451-6983



160 East Front St.
Erie, Pennsylvania
16507

**December
2009**

**Information
for
Borrowers**