

Friends of the Milltown Public Library

Milltown Public Library Museum Pass Policy-MONMOUTH MUSEUM

- The Museum Pass Program allows Milltown Public Library adult card holders free admission for (2) Adults and (2) children (under age 18) to the Monmouth Museum.
- The Museum Pass can only be requested, checked out, and handled by an adult 18 years of age or older in possession of a Milltown Library card in good standing (no outstanding fines/fees).
- An Adult library card and photo ID must be presented to check out a pass.
- The Museum Pass may be reserved up to one month in advance. If it is not reserved, the pass will be checked out on a first-come, first-served basis. The pass is borrowed for two (2) days, and must be returned to the library by 11am on the due date-the pass may be dropped off in the book drop if returned before the library is open.
- The Museum Pass cannot be renewed as others may be waiting for the pass.
- There will be a \$5.00 per day late charge for passes not returned on time and the borrower will forfeit his or her \$25.00 cash deposit.
- If the Museum Pass is lost, stolen, or mutilated, the cardholder will be charged the full replacement cost (currently \$350.00).
- Borrowers are responsible for calling or checking the museum website directly for hours of operation, any current exhibits, parking or directions. The 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.

The library staff reserves the right to monitor usage of the Museum Pass to ensure fair access for the greatest number of Milltown Library cardholders. The library reserves the right to review and change its policy with regard to the Museum Pass Program at any time without prior notification to ensure fair access for the greatest number of Milltown Library cardholders.

I have read and understand the terms of use for borrowing a Museum Pass at the Milltown Public Library. I accept that I am responsible to return the passes in good condition and on time, If lost, I accept responsibility for replacement cost.

Patron Signature _____ Date: _____

Print Name: _____ Staff Initials: _____

Phone #: _____ Library Card #: _____

Deposit Returned: Yes No Patron Signature: _____

Date Returned: _____ Staff Initials: _____