

CIRCULATION POLICY

The Hazard Library Association primarily serves the residents of the Southern Cayuga Central School District. However, the Association also serves all residents of the Finger Lakes Library System (FLLS) in compliance with the rules of the New York State Board of Regents.

1. New library patrons are required to register by filling out our registration form. Patron receives a CayugaConnect library card that may be used at any Cayuga County library. Restrictions will apply at Seymour Library in Auburn. Patron may sign out materials the same day.
2. Patrons may borrow up to the following number of items:
 - a. Books: 40 for individuals; 100 for institutions
 - b. Books on CD, Books on tape, Music CDs, Wii Games, and Multi Media (a book with a CD/tape) : 5 of each type
 - c. VHS and DVD : 5 of each type and only on an adult card
 - d. Media devices: Nook Color and Playaways: 5 of each type and only on an adult card.

These limits may be exceeded with the permission of the library director.

3. Bar-coded library materials except videos/DVDs are loaned for a three-week period. Videos/DVDs are loaned for a one-week period. Videos/DVDS are only checked out on an adult card.
4. Two renewals are allowed on all library materials provided that there is not a hold on that item. Renewals may be made in person, by phone or online.
5. A patron may request an item that is owned by our library, but checked out, or an item from another library. When the item comes in, the patron will be notified by phone or e-mail. The item will be held on the reserve shelf for 6 open library days.
6. Materials returned late are subject to fines. (See Overdue policy)
7. Interlibrary loan service is provided for materials not owned by Hazard Library. Our lending period will apply if the material is coming from a Finger Lakes member library. An interlibrary loan item from outside the Finger Lakes Library System is subject to the lending library due date.

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