



## Borrowing Privileges Policy

### **Purpose and Scope**

Under the authority provided in the Ontario Public Libraries Act, this policy defines who may register for borrowing privileges at Burlington Public Library.

### **Statement of Policy**

Residents of Burlington, are eligible to register for a Burlington Public Library card at no charge upon presentation of suitable identification and agreement to respect Burlington Public Library's rules and regulations.

Individuals employed by businesses, or attending school, in Burlington are also eligible to register for a Burlington Public Library card with full borrowing privileges at no charge upon presentation of suitable identification, proof of their employment or school enrolment, and their agreement to respect Burlington Public Library's rules and regulations.

Members of the Oakville, Milton and Halton Hills libraries who present a valid library card from their home library and accept Burlington Public Library's rules and regulations may register, at no charge, as Halton reciprocal members with full borrowing privileges excluding electronic and online products. Members of Hamilton Public Library who present a valid library card from their home library and accept Burlington Public Library's rules and regulations may register, at no charge, as a reciprocal member for limited borrowing privileges excluding electronic and online products. Burlington residents with valid Burlington Public Library cards will be extended similar privileges at Hamilton Public Library.

Burlington Public Library will also accept registrations from those who do not live, work, or attend school in Halton Region upon payment of an annual fee equivalent to the per capita grant from the City of Burlington. This fee will entitle non-resident borrowers to full privileges.

Library card holders accept financial responsibility for loss, theft or damage for all material borrowed on their card until the card is reported to the library as lost or stolen.

The Chief Executive Officer or designate may restrict the number of items taken by a borrower at any one time based on demand, format, the need for the items, or an individual's abuse of borrowing privileges. An individual who questions these decisions may appeal to the Burlington Public Library Board.

Effective Date: April 1, 2017

Projected Review Date: 2021

Motion #/Date: 87-53, June 25/87

Amended Dates: 00-07, Feb 17/00, Mar 14/17  
#17-46, May 18, 2017  
#18-75, June 21, 2018

Associated **Board** Policy: Intellectual Freedom, Access to Collections and Services, Interlibrary Loans, Gift Acceptance Policies

Associated **Operational Policy and** Procedures: Request for Reconsideration, Collection Development Policy