



MUSEUM PASS POLICY

1. To borrow a museum pass, a Library patron must have a valid Hampstead Public Library card and be a patron in good standing.
2. Museum passes which are disposable paper do not need to be returned to the Library.
3. Reusable museum passes must be returned to the Library by the day after the museum visit, or by the due date given when the pass is checked-out. When overdue, a daily late fee of \$5.00 will be assessed.
4. If a Library patron loses a reusable pass, the patron must pay the current cost of replacement.
5. All passes must be picked up at the Library, no more than two business days in advance of the museum visit. Library staff, at their discretion may give out a pass earlier if it is (a) paper pass, or (b) paper pass without a specific date on it. Popular passes, the Museum of Science and New England Aquarium, may not be given out more than two business days in advance of the reserved museum visit day.
6. Pass reservations may be made up to two months in advance. If the pass has not been reserved, it may be taken out the day of the visit on a first come first served basis.
7. A Library patron may reserve and borrow a specific museum pass once during a single month. This rule may be waived if the patron contacts the Library and the pass has not been reserved for that day, in which case the patron may borrow it.
8. A Library patron may borrow a pass for more than one museum within the same month.
9. To cancel a pass reservation, a Library patron must call the Library. Reservations may be cancelled anytime until the day of the reservation.
10. Museum passes may not be renewed.

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