

# **Campbell County Library**

## **Museum Pass Program**

**Campbell County Library** is pleased to offer its patrons free passes to local museums and attractions. Any Campbell County Library card holder over the age of 18 may reserve a pass.

**In order to ensure fair distribution of passes, the following guidelines apply:**

Only one pass may be borrowed for any one day.

Passes are for one individual, not for entire families or parties.

You may not book the same pass multiple times in the same month.

Passes may be reserved up to one week in advance. You may book a pass in person or by phone.

Passes may be picked up the day before use, if available due to others using the pass and/or library courier service.

The pass must be returned the next day the library is open by noon. It must be returned to the same library where you picked it up. Please do not return the pass in a bookdrop. A \$5.00 per day late fee will be charged for tardiness.

Passes are housed at the Rustburg Branch. If patron desires to pick up the pass at another branch, the patron needs to reserve the pass early enough to allow for library courier service. Museum Passports must be returned to the main desk of the library location from which they were checked out.

All other library fines and/or charges must be paid before a museum pass is issued.

In the event, a patron cannot use a pass which has already been picked up, we ask that they make an effort to return it to the library before the reservation date so that others may use it.

The library is not responsible for irresponsible patrons. Although we do everything possible to ensure that reserved passes are ready for patrons when they come to pick them up, sometimes circumstances are beyond our control. If your pass is not ready when you arrive, we will try to book you a pass at a different museum.

The Library recommends that you check the websites of each museum before your visit to note current hours and exhibition information. Library Patron Passes do not include additional fees for special attractions or parking.

Failure to pick up a pass or failure to cancel a reservation will result in the loss of museum pass borrowing privileges for 3 months.

Loss of a pass will result in a \$10.00 charge to the patron.

All reservations and cancellations are handled by Shelley Oakley and may be made by calling 332-9560 or reserving in person.