

MUSEUM PASS POLICY

General Rules

1. Free passes to various museums are available to Farmingdale Public Library cardholders who are 18 years old and older and in good standing.
2. Only ONE pass may be reserved per day.
3. Each museum's pass may be reserved ONCE in a 30-day period.
4. It is the responsibility of the patron to check the museum website for hours of operation before reserving a pass. The library is not responsible for reservations made when the museum is closed.

Print-on-Demand Passes

1. Print-on-Demand Passes may be reserved up to two weeks in advance and can be printed from home or at the library.
2. Print-on-Demand passes are valid for the Date of Visit printed on the confirmation page.

Pick Up/Return Passes

1. Pick Up/Return Passes may be reserved online up to two weeks in advance and can be picked up at the Youth Services Desk. These passes MUST be returned one day after check out to avoid a fine. In order to not incur a fine, passes are to be returned on the due date by 9 PM.
2. Pick Up/Return Passes CAN be returned in the AV Drop Box outside of the library on the due date by 9 PM. Patrons must check that the pass is in the case before dropping it in the AV Drop Box. Empty cases will be charged the late fee.
3. Fines for Pick Up/Return Passes: There is a \$25 per day fine for passes returned late with a maximum fine of \$100. Failure to pay the late fine will result in delinquency and the inability to borrow materials, including museum passes, from the library.
4. Pick Up/Return Passes are only available for pick up at the library when the library is OPEN. The library is not responsible for reservations made for Pick Up/Return passes when the library is CLOSED.