

2All Rutherford residents should have his or her own library card that may not be transferred to another person. Adult library cards are free to all Rutherford residents age 18 or older with identification that documents residency. Acceptable forms of ID include: driver's license; government-issued ID with Rutherford address; lease agreement; tax bill; or water or utility bill. Parents who are Rutherford residents may open a library account for their children with the same documentation. Rutherford property owners, employees, and nonresident students at schools in Rutherford may also apply for a card with proper documentation that proves their ownership, employment, or enrollment. If a patron loses a card, he or she may purchase a new one for \$3.

Materials may be borrowed when a patron presents a library card. The loan period for each item type is as follows with the following renewal limits:

<b>Material Type</b>	<b>Loan Period</b>	<b>Renewal limit</b>
Juvenile books	4 weeks	2 times
Juvenile DVDs	2 weeks	2 times
Juvenile CDs	4 weeks	2 times
Juvenile audiobooks	4 weeks	2 times
Juvenile reference	Staff discretion (typically 2 nights)	0 times
Juvenile periodicals	2 weeks	2 times
Adult NEW books	2 weeks	2 times
Adult books	4 weeks	4 times
Adult NEW DVDs	2 week	0 times
Adult DVDs	2 weeks	2 times
Adult CDs	2 weeks	2 times
Adult audiobooks	4 weeks	2 times
Adult reference	Staff discretion	0 times
Young Adult Books	4 weeks	2 times
Periodicals	2 weeks	2 times

If an item is on hold for another patron, the current borrower may not be able to renew the requested item.

Patrons may borrow up to 50 items at any given time. Different material types have different limits, as follows:

<b>Material Type</b>	<b>Item Limit</b>
Juvenile DVDs	15
Juvenile CDs	4
Juvenile audiobooks	2
Juvenile periodicals	4
Adult DVDs	4
Adult CDs and audiobooks	15
Periodicals	15

The library also loans technology hardware such as Internet devices, laptops, tablets, e-readers, and language learning devices, which may be borrowed by holders of a Rutherford resident adult card in good standing. Each type of device has a separate borrower agreement which must be signed by the borrower.

Overdue fines will be assessed for any item returned late, vary based on material type, listed below:

<b>Material/item Type</b>	<b>Daily Fee</b>
Juvenile books	\$ .10
Juvenile DVDs	\$ .50
Juvenile CDs and audiobooks	\$ .10
Juvenile reference	\$ .10
Adult NEW books	\$ .10
Adult books	\$ .10
Adult NEW DVDs	\$1.00
Adult DVDs	\$ .50
Adult CDs and audiobooks	\$ .10
Adult reference	\$ .10
Periodicals	\$ .10
Mobile wi-fi devices	\$20.00
Laptops	\$20.00
Museum Passes	\$10.00 (beginning 11AM date due)

Patrons are responsible for lost or damaged items and fines depend on item and material type.