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General Library Policies

Behavior in the Library

It is the library staff's responsibility to see that the library is a pleasant, orderly, and safe place for all members to enjoy. To accomplish this, the following rules have been set for conduct in the library:

1. No behavior that is disruptive to library use.
2. Sleeping is discouraged at the library.
3. No smoking in the library or within 25 feet of any entry doors, including e-cigarettes or other vapor products.
4. No food or drinks are permitted in the library, except in the Meeting Room and Staff areas.
5. No animals are permitted inside the library except assistive animals.
6. Illegal activities, threatening behavior, or refusal to leave the library property upon staff request will result in a call to the police.

Failure to comply with library rules and regulations will result in the loss of library privileges. If the police are called, the patron(s) involved will be suspended from entering the library premises for a period of no less than one month.

Phone Use Policy

Please set your cell phone to vibrate while in the library. Cell phone use is restricted to the lobby areas of both the Cambridge and Hurlock libraries. Children under 17 may use the library's phone for a ride home.

Library Cards

Library cards or photo ID must be presented to borrow items or use computers. Your library account can be renewed for free every 3 years. Your original library card can still be used upon renewal.

To replace a lost card, you will need to show a photo ID and pay a fee of \$1.00.

An adult library member is responsible for all materials borrowed on their library card. If an item is lost or damaged, the price of replacing that item must be paid to continue using the card. Library privileges are suspended when a patron's card has \$5.01 or more in fees.

Parents/guardians assume financial responsibility for all items borrowed by their children. Parents/guardians must give signed permission for children under 17 years of age to obtain a library card. Guidance in the choice and use of library materials is solely the responsibility of the parent/guardian. Children will have access to filtered internet service unless specifically restricted in writing by a parent/guardian. See our computer use policies for more information.

Loan Periods

The library does not charge overdue fines for Dorchester County items that are returned late and in good condition. If an item is not returned, the replacement cost for that item is charged. The fees collected by the library are used to buy new materials.

Books, magazines, audio books, DVD’s and music CD’s may be checked out and returned to any public library in Maryland. AV equipment must be returned to the library branch from which it was borrowed.

Equipment, interlibrary loan, and Express items cannot be renewed. All other library materials will automatically renew up to three times, provided those materials have not been reserved by other patrons and any fees in excess of \$5.00 have been paid.

Item	Loan Period	Restrictions	Extended Loan Fee Per Day Per Item	Maximum Extended Loan Fee Per Item
Books	3 weeks	None		
Music CD	3 weeks	None		
Express Book	7 days	Limit 5		
Express DVD	3 days	Limit 1*		
G- or PG-rated DVD	7 days	Limit 5*		
PG13-Rated DVD	7 days	Must be 14 (Limit 5)*		
R-Rated DVD	7 days	Must be 17 (Limit 5)*		
AV Equipment	3 days	Must be 17	\$5	\$25
Interlibrary Loan	3 weeks	No renewals	\$1	\$15
Meeting Room Key	3 days	Must be 17	N/A	\$50

* The sum total of all DVDs, including Express DVDs, is limited to 5.

Library policies are subject to change without notice. Policies are posted on the library’s website at www.dorchesterlibrary.org.