

Do you have computers for public use?

We do. Microsoft Office and internet access are available. Use your Library card to sign up for one hour of time. Children's color printing is 25¢ per page. All other printouts cost 10¢ a page.

You don't have the book I want!

If the book is new, we will consider buying it. If not, we will make every effort to borrow it from another library through Interlibrary Loan. Photocopies of articles are also available through ILL. Audiovisual materials are not.

Privacy

In an age of increasing concerns about the privacy of individuals' electronic records, the Library Trustees have reaffirmed the Library's commitment to safeguarding all borrowers' records to the extent the law allows.

Maine Law states that all library records will be confidential. Parents should be aware that juvenile (or children's) patron records are not exempted in this Statute.

Ways to Reach Us

Write:

48 Gorham Road
Scarborough, ME 04074
Call: 207-883-4723
Fax: 207-883-9728
TTY: 207-883-8143

Visit our web site & catalog:

<http://www.library.scarborough.me.us>
<http://www.scarboroughlibrary.org>

YOUR CARD - YOUR KEY TO THE LIBRARY

PRINT

Best Sellers
Children's Books
Large Print
Reference
Magazines & Newspapers

NON-PRINT

DVDs & Video Tapes
Music CDs
Books on Tape & CD
Filmstrips
Puzzles & Toys

ELECTRONIC

Public Access Computers
with Internet & MS Office
Children's Early Literacy Stations
with educational software
Electronic catalog available on the web
MARVEL! Research Databases

PROGRAMS & SERVICES

Outreach Services
Reference Assistance
Interlibrary Loan
Book Discussion Groups
Story Times
Reading Games
Lectures
Concerts
Tax Forms
Meeting Room Rental
Museum & Wildlife Farm passes

EQUIPMENT (for use or loan)

Computers - Printers
Photocopier
TV & VCR
Slide & Film Projectors
Overhead Projector



Founded 1899

Scarborough Public Library

Membership Information

Library Hours

Monday, Friday & Saturday
10 am to 5 pm

Tuesday, Wednesday & Thursday
10 am to 8 pm

Sunday
1 pm to 5 pm

The Library is closed weekends
July through Labor Day

Building Connections:

Welcome to the Scarborough Public Library.

We have the resources to meet the educational and entertainment needs of a growing and vibrant community. Books, periodicals and newer technologies including DVDs, CDs and electronic resources await you.

I want to become a member!

Scarborough Library cards are free if you live or own property in Scarborough. If you are a non-resident but work or go to school in Scarborough, a free one-year renewable membership is available. For all others, a Non-resident or Seasonal card may be purchased.

How do I join?

We ask you to show us proof of residency, property ownership, school attendance or employment in Scarborough. Then, complete and sign an application.

What is acceptable proof of residency?

Scarborough residency as shown by:
Car registration; Driver's license;
Maine ID card; Checkbook;
Recent utility bill; Rent receipt;
Lease or mortgage agreement; Tax bill.

Employment in Scarborough?

Pay stub; Business card; Verification of employment on company letterhead.

Enrollment in a Scarborough School?

School ID; School Planner; School book or homework with student's name.

NOTE: A child of any age may have a library card. Children under 10 do need to be accompanied by an adult during Library visits.

Your resource for information,

Do I need my card to check out materials?

Yes, we do need your library card. We can't check out materials without it. A lost card costs \$2 to replace.

Is there a limit on what I may borrow?

No. However, we do ask that you not take all books on a particular subject. Others may need them too.

How long may I keep things I borrow?

Most library materials are checked out for 3 weeks. The exceptions are:

- Videos and DVDs - 1 Week
- Most new Adult Fiction - 1 Week

How will I know when to bring them back?

We'll give you a printed receipt when you check out that lists everything on your card as well as due dates. Check your account online at www.scarboroughlibrary.org

May I renew what I take out?

Yes, one renewal is allowed if no one else has reserved that particular item. It will be renewed for one more cycle from the date the renewal is made. Call us with your patron number and we can do it over the phone.

Uh Oh! What if I return things late?*

There is a *25¢ a day fee* for any material returned after the due date. *This fee continues to accrue up to \$10 per item.* (A member owing more than \$5 will need to pay down their fine before more materials can be checked out.)

Avoid the high cost of late materials by returning or renewing items before they are late.

* *If you use the book drop, be sure to return your items before we close on the day they're due.*

education and recreation.

What if I don't return what I've borrowed?

Maine Criminal Law states that unlawful retention of library materials is theft.

If items are not returned, you will be billed for their replacement cost as well as accrued fines. You won't be able to borrow anything else until late materials are returned or paid for. Once overdue items are returned, you will owe the Library only overdue fines.

But the dog ate it!

Damaged materials, whether dog nibbled or not, do need to be replaced. You will be billed for the replacement cost of the material. By the way, dogs do love to chew books!

Should I repair it myself?

Please don't. Household tape can actually ruin a book and make it unrepairable. We have glues and special tapes to make most repairs. You can help by letting us know when you see a damaged item.

Summary of Fees

LOST OR DAMAGED MATERIALS:

Exact dollar amount is based on the current replacement cost of the item. When individual parts of an item can't be replaced, the replacement cost is the cost of the entire set.

FINES:

25¢ a day

IN-HOUSE REPAIRS

\$3.50 an item

LOST LIBRARY CARD

\$2.00