

CHPL Museum Pass Policy

Cherry Hill Library is offering a museum and **institutions** pass program free to library card holders. Adult cardholders in good standing may check out one pass at a time, and each pass may be checked out for up to **5 business days**. Check out a pass and enjoy fun and cultural enrichment at one of **two** area attractions.

This service is generously sponsored by the **CHPL Library Board of Trustees**.

Where can I pick up a pass?

Passes can be picked up at the Cherry Hill Library Reference Desk during regular library hours. Passes are on a first come, first serve basis unless you reserve a pass for same day pickup.

Who can borrow a pass?

Museum passes are available to adult cardholders ages 18 years and older in good standing. The cardholder **MUST** be present to borrow a pass. This is required because the borrowing of passes is subject to a lending agreement that the cardholder must sign in order to borrow a pass.

Also, at this time a pass may not be borrowed consecutively by the same family.

How can I find out if a pass is checked in?

You can check the library catalog under the search term "Museum Passes" to see which passes are available. You may also call the Reference Department at (856) 667-0300 x3 to check the status of a pass.

Can I reserve a pass for pick-up?

Museum Passes are on a first come, first serve basis. Museum passes may not be reserved for a future date, but they may be held to allow a member enough time to pick up the pass from the library. To have an available pass held for you, call the reference desk (856) 667-0300 x3. Museum passes may be reserved for pickup until the end of the business day.

How long can I keep a pass?

A pass may be checked out for up to 4 days and are not renewable. Only one pass per family/cardholder can be borrowed at any given time. Families cannot borrow the same museum pass on a consecutive basis.

Where can I return a pass?

The library asks that passes are returned during library business hours to the staff at the Reference Desk. Cases must be returned along with the passes. There will be a \$5.00 fee for losing or damaging the case.

A late fee of \$5.00/day will apply with a maximum late fine of \$25.00. Patrons are responsible for the full cost of the pass if it is lost. . If a pass is not returned within **5** days of its due date, it will be considered lost and the borrower will be charged for the full replacement cost.

Replacement costs:

Academy of Natural Sciences: \$200

Garden State Discovery Museum: \$400

CHERRY HILL PUBLIC LIBRARY
MUSEUM PASS BORROWING AGREEMENT

- Museum passes may be borrowed for up to 5 business days.
- Passes cannot be renewed or given time extensions.
- Museum pass late fee is \$5/day to a maximum fine of \$25.
- Losing or damaging the museum pass case is a \$5 fine.
- Borrowers are responsible for the full replacement cost if the pass is lost.

The cost for replacing this museum pass is \$ _____

- Passes must be returned to the Reference Desk during library business hours. Passes may not be returned in the bookdrop.
- **In signing this agreement, the borrower agrees to all of the terms and policies regarding library museum passes.**

Signature: _____

Name (please print): _____

Library card number: 23407 _____

Date: ____ / ____ / ____

Staff use only:

Due Date: ____ / ____ / ____



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