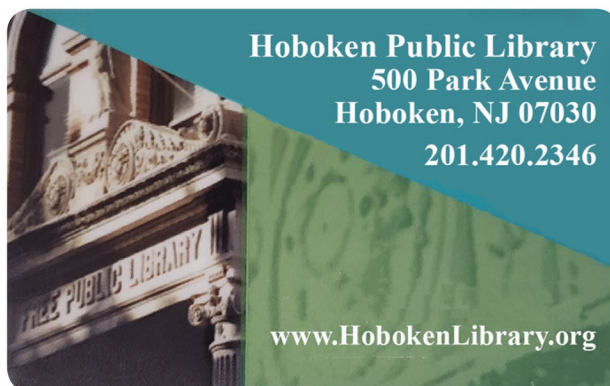


Hoboken Public Library

500 Park Avenue

Hoboken, NJ 07030

<http://hobokenlibrary.org>



Email: hobkcirc@bccls.org

Telephone: 201-420-2346

Adult Circulation Policy

Effective 11/10/2020

Circulation Policy

1. Patrons need to present their library card or a scannable, digital representation to check out materials. (Please Note: The card should belong to the person presenting it.)
2. Multimedia materials need to be checked out no later than 15 minutes before closing.

Circulation Periods, Item Limits, and Renewal Limits

The following items circulate for 2 days

- A. Museum Passes - 1 pass per family/ no renewals * (*including American Museum of Natural History, Brooklyn Botanic Garden, Children's Museum of Manhattan, Cooper-Hewitt, Frick, Guggenheim, Hoboken Historical Museum, Intrepid, Museum of the City of New York, Newark Museum, New York Historical Society and Storm King*) *Passes may only be borrowed by Adult Hoboken cardholders, in good standing.

The following items circulate for 1 week, with up to 2 renewal, if not on hold for other patrons.

- A. Launchpads

The following items circulate for 2 weeks, with up to 2 renewals, if not on reserve.

- A. Games (*limit 3*)
- B. Magazines (*latest issue does not circulate*)
- C. Kindles (*Fire, Paperwhite & Voyagers*)
- D. CD's (Music)
- E. DVD & BluRays

The following items circulate for 2 weeks, with up to 1 renewal, if not on reserve.

- A. New books
- B. iPads

The following items circulate for 4 weeks, with up to 2 renewals, if not on reserve.

- A. Audiobooks
- B. Playaways
- C. Children's books (including Augmented Reality)
- D. Young Adult books
- E. Adult books (other than new books)

The following items circulate for 4 weeks, with no holds or renewals

- A. Hotspots
- B. Chromebooks

Please note: There is a general item limit of 50 items charged out to a patron's account at one time.

Library Fees

Please note: Library materials are borrowed free of charge. However, items not returned by the due date will be assessed a late fee. Late fees are not charged for days the library is closed. Patron accounts owing \$10.00 or more are automatically blocked and will be unable to check out or renew items until fines are paid.

All books, Audiobooks, Playaways, Read-a-longs, Music CD's, DVD's & BluRay's:

.10 cents a day (\$5.00 maximum fine)

Console Games: \$1.00 per day (\$10.00 maximum fine)

iPads, HotSpots, Chromebooks & Kindles:

\$5.00 per day (\$20.00 maximum fine)

Museum Passes: \$5.00 per day (\$20.00 maximum fine)

Late Notices: Patron accounts will be charged the cost of postage for each notice mailed.

Audio-visual dropbox: Library patrons should return *all media materials* (DVD's, BluRay's, Audiobooks, Playaways, CD's & Console Games) in the special audio-visual material drop box located outside the library entrance.

Renewals

In-Person renewals: Patrons need to present their library card or photo ID at the time of renewal.

Phone renewals: Patrons need to provide their 14-digit library card number when renewing by phone. Please note: Phone renewals need to be made during library hours, please do not leave your library card number on voicemail.

Online renewals: To renew online go to <http://hobokenlibrary.org> select the "How do I?" tab enter your Library barcode/User name and PIN/Password where prompted. Select Items Out, when your list appears check the boxes next to the titles you want to renew, scroll down and click Renew These Items. Wait until the list reloads with the new date due. Log Out.

Automatic Renewals: Eligible items will renew automatically 3 days before their due date for the full loan period.

You will receive a notification via email or text if an eligible item has been renewed. ***Notification is only via email or text, so be sure we have your current information in our system.***

An item is not eligible for Auto-Renew if:

- The item has reached its renewal limit.
- The item is on hold for another patron.
- Your card has expired.
- You owe \$10 or more in fines.
- You have 10 or more items overdue.