

BRIGHAM CITY LIBRARY

GROUP VISITORS POLICY

- A.** Groups visiting the Library will:
- 1.** Make reservations for dates and times in advance.
 - 2.** Limit the length of the visit to the time necessary; but not so long that the group becomes restless and/or is no longer using the resources wisely.
 - 3.** Provide active adult (teacher) supervision at all times while the group is in the library. Remember that the noise and activity level should remain low in respect of normal library etiquette.
 - 4.** If patrons or group members remove materials from the shelves for use in the library, we prefer that it be left either on the cart provided for this purpose or on the tables where they were used.
 - 5.** Please remember that this is a PUBLIC library: we have other patrons needing help also. Group members will be helped in order.
 - 6.** As with all other patrons, members of the group who wish to borrow materials must have and use their own library card.
 - 7.** Materials will be checked out only to those borrowers who have fines and fees paid and all other materials returned to the library.
- B.** The Brigham City Library reserves the right to deny service to all patrons who are unable to operate within this policy.

Approved by the Brigham City Library Board July 17, 1996.

Revised by the Brigham City Library Board April 21, 2009.

Revision approved by the Brigham City Library Board May 19, 2009.