

Henderson County Public Library Professional Courtesy Policy

May 2, 2001
(Revised July 1, 2008)

A teacher, homeschooler or leader of a church, school, civic club, day care, or organization may apply for a Professional Courtesy library card. This card will allow those individuals to check out library materials for the educational use of their students or organization. This privilege is not for the personal use of any individual.

The following individuals may apply for a free Professional Courtesy library card:

- Residents of Henderson County who are teachers, homeschoolers or leaders of organizations
- Residents of counties other than Henderson who are teachers, homeschoolers or leaders of organizations within Henderson County

The following individuals may apply for a Professional Courtesy library card for an annual \$25.00 fee:

- Residents of counties other than Henderson who are teachers, homeschoolers or leaders of organizations outside of Henderson County

No more than 30 books, 4 compact discs, or 4 audiocassettes may be checked out at any time. These may be kept for a period of 4 weeks. Books, audiocassettes, and compact discs cannot be renewed.

No more than 4 videocassettes or sets of videocassettes or DVDs may be checked out at any time. These may be kept for a period of one week (7 days). These may be renewed once if there are no other requests for them.

If any materials are not returned to the library by the date due, a fine of 10 cents per day, per book, compact disc, or audiocassette, and a fine of \$1.00 per day per video or DVD will be charged to the person who has borrowed the material.

Those using materials checked out on a Professional Courtesy library card must accept personal responsibility for the materials they borrow. Continual abuse of Professional Courtesy library card privileges will result in the denial of these privileges to the offender.