

## Patron Use Policy

1. Within the library building, the use of the collection of the Langdon Public Library is free to all, regardless of place of residency. Borrowing privileges of the library collection are free to all residents of Newington.

2. Town of Newington employees are granted full library privileges at no cost.

3. Non-residents of the Town of Newington may apply for a library card with borrowing privileges at a cost of \$25 per year, issuance of such cards is at the discretion of the library director and designated staff.

4. Patrons of any age must appear in person to get a card. A parent/guardian must be present to register a child's card. Any patrons wishing to use another patron's card must be given permission by that patron, which will be noted in the card's record and updated annually when the card is renewed, or earlier by request of the patron.

5. The Library complies with RSA 201-D:11 regarding the Confidentiality of Library User Records. Library user records, including but not limited to circulation of materials and identity of library users, may only be disclosed upon request by or consent of the user, or pursuant to subpoena, court order or where otherwise required by statute. Effective January 1, 2026, in compliance with RSA 201-D:11 II-a, all library records related to a minor's current borrowing of printed library materials and/or audio-visual materials, such as DVDs and CDs, shall be made available to either parent or to the legal guardian of the minor when requested by either parent or the legal guardian of the minor.

The parent or legal guardian requesting library records of a minor will be required to fill out and sign our Request for Release of Minor Records form and show identification demonstrating that they are the parent or a legal guardian of that minor child, unless their child has already granted permission for parental access to the card, as described in #4.

6. A copy of this policy shall be handed out to every new patron.

Reviewed and amended by Library Trustees, December 2025