



MUSEUM PASS POLICY

1. To borrow a museum pass, a Library patron must have a valid Hampstead Public Library card and be a patron in good standing.
2. Museum passes which are disposable paper do not need to be returned to the Library.
3. Some passes must be picked up at the Library, no more than two business days in advance of the museum visit. Library staff, at their discretion may give out a pass earlier.
4. Pass reservations may be made up to two months in advance. If the pass has not been reserved, it may be taken out the day of the visit on a first come first served basis.
5. A Library patron may reserve and borrow a specific museum pass once during a single month. This rule may be waived if the patron contacts the Library on the day they wish to visit, and the pass has not been reserved for that day.
6. A Library patron may only borrow 1 pass per day.
7. To cancel a pass reservation, use the link in the confirmation email you received, or contact the library. Reservations may be cancelled anytime until the day of the reservation.
8. Museum passes may not be renewed.

Approved per the Board of Trustees, May 21, 2002

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