

## STOS Library Rules

No items will be loaned until we meet in person again, except for copies of ORCHID Magazine from AOS, which may be obtained from the AOS rep, Bernice Magee.

1. Only current members can borrow items (current members are ones that are currently up to date with their dues).
2. Two items can be borrowed at a time (an item is a book, magazine, etc.).
3. Items are borrowed one meeting and are due the next meeting (no borrowing will occur May – August and items borrowed April must be returned May).
4. Librarian must be notified at least three days before the next meeting which item/s you would like to borrow.
5. If an item is not returned for any reason the borrower is responsible to pay the monetary value of the item to STOS (the value of the item will be decided by the Board of Directors).
6. If an item is returned with damage the borrower is responsible to pay the monetary value of the damage. If the damage is great enough the value will be for total replacement (either value will be decided by the Board of Directors).
7. If there are outstanding items or if any monetary amount is due, borrowing privileges will be stopped for that borrower until items are returned in good condition and/or monetary amount is paid in full.

I \_\_\_\_\_ agree to follow the above STOS Library Rules.

Please Print Name

\_\_\_\_\_  
Borrower's Phone or email address

\_\_\_\_\_  
Borrower's Address

\_\_\_\_\_  
Borrower's Signature and Date

\_\_\_\_\_  
Librarian's Signature and Date

Librarian's Information:

Paula Palmer

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