

## 700-60: DVD Circulation Policy and Regulations

**BORROWERS** – Great Neck Residents, Fee-Paying, Direct Access and SMAC patrons over the age of 18 are eligible to be registered as DVD patrons. Card holders under 18 years of age, who are in the sixth grade (and up), may be registered to borrow DVDs with parental permission. When card holders under 18 years of age borrow DVDs, it will be the responsibility of the parent/guardian to accept financial responsibility for overdue fines, damage (to) or loss of material; and to provide guidance, if they so wish, in the selection of DVDs to be borrowed. The Great Neck Library will not censor or restrict access to the DVD collection. (rev. 4/29/08, 9/12/17)

**REGISTRATION** – Borrowers will be registered for DVDs at the time they register for their library cards. The signature (on the registration form) indicates that the borrowers attest to being at least 18 years of age\* and that they have read and agreed to the policy and fines related to the circulation of DVDs as follows (9/12/17):

Borrowers agree to be liable for and to assume charges for replacement of any DVDs lost or damaged while charged out to them. (This charge will not be greater than the replacement cost of the material.) (rev, 9/12/17)

\* For patrons under the age of 18, a parental signature also is required.

**LOANS** – Feature film DVDs circulate for fourteen (14) days, except for new acquisitions, which circulate for seven (7) days. New feature, entertainment and other non-instructional DVDs with multi discs (more than one) in a case circulate for seven (7) days. New feature, entertainment and other non-instructional DVDs with one (1) disc in a case circulate for three (3) days. Feature films, entertainment, and other non-instructional DVDs may be renewed a maximum of six (6) times if there are no holds. [5/20/08, 9/12/17]

Nonfiction DVDs circulate for fourteen (14) days. New nonfiction DVDs circulate for seven (7) days. Instructional DVDs may be renewed a maximum of six (6) times if there are no holds. (rev. 5/20/08, 9/20/17)

A maximum of twelve (12) items – feature film and/or non-fiction DVDs may be borrowed per loan period, per borrower, regardless of format. [9/21/10, 9/12/17]

**FINES/BORROWING PRIVILEGES** – If DVDs are returned past the due date, a \$1 fine per DVD per day will be assessed. [9/12/17]

The maximum overdue fine per DVD is ½ the list price.

The charge for lost DVD disks is the list price.

Patrons may replace DVD in lieu of paying for the lost tape/DVD.

The charge for a lost/damaged DVD case is \$1.00.

The charge for a lost pamphlet or accompanying booklet is \$1.00.

The charge for a damaged DVD is \$5.00 for an item, which can be repaired, or the replacement cost if the item cannot be repaired. [9/12/17]

If upon visual examination there is evidence of tampering (removal of seals or opening of case) with the DVD, the patron may be charged replacement (list) cost for same. Additionally, the patron may have borrowing privileges withdrawn. [9/12/17]

#### BORROWERS UNDERSTAND:

1. The Great Neck Library assumes no responsibility for any possible damage to the patron's audio or video equipment that might be related to using audio-visual materials borrowed from the Library.

2. The use of borrowed DVD is restricted to HOME USE ONLY. Use of DVDs for public performance is a direct and serious violation of Federal Copyright statutes. (17 U.S.C. Sec. 106 4). U.S.C. section 101 defines use "publicly" as follows: [9/12/17]

"To perform or display a work 'publicly' means –

(i) to perform or display it at a place open to the public or at any place where a substantial number of persons outside of a normal circle of a family and its social acquaintances is gathered.

- or -

(ii) to transmit or otherwise communicate a performance or display of the work to a place specified by Clause 1 or to the public, by means of any device or process, whether the members of the public are capable of receiving the performance or in separate places and at the same time or at different times.

Duplication in whole or part of any copyrighted audio or video work in any format is a direct and serious violation of Federal Copyright statute Section 17, Section 109 and is prohibited by this Library. Failure to adhere to this prohibition could result in the suspension of library privileges.

[5/19/09]

The statute defines 'publicly' as not limited to performances, which are open to the general public. A work may be considered as being performed publicly even though the audience is limited to persons of a particular environment such as students, club members, factory workers, and campers, and the site is not open to the general public."

YOUR SIGNATURE AND THAT OF A PARENT (FOR BORROWERS UNDER 18 YEARS OF AGE) ON THE REGISTRATION FORM INDICATES THAT YOU HAVE READ THE PRECEDING POLICY AND RULES AND AGREE TO COMPLY WITH THEM.

Revised 5/15/01; 10/23/01; 2/26/02; 11/26/02; 9/23/03; 3/28/06; 4/29/08; 5/20/08; 5/19/09; 9/21/10; 9/12/17