

Empire Pass Borrowing Policy

Adopted by the Board of Trustees of the Morristown Public Library on June 13, 2022.

The Morristown Public Library's Empire Pass Program provides patrons admission at no cost to a variety of New York State Park facilities.

- Empire passes may be borrowed only by library cardholders ages 18 and over who are in good standing.
- Only one (1) pass may be borrowed per cardholder at a time.
- The library has two Empire passes to be loaned for a seven (7) day period.
- The library has two Empire passes to be loaned for a three (3) day period.
- Passes cannot be renewed.
- Patrons will be charged \$1/day late fee.
- Passes can be placed on hold by phone, online, or in-person.
- Empire passes are not available for interlibrary loan.

By borrowing passes, patrons agree to the borrowing guidelines, including payments for lost passes.

The library is unable to accommodate requests to hold an Empire pass for a specific date.

Patrons will have three (3) days once they have been notified of its availability. These three days do not include the days when the library is closed. In the event that a pass has not been picked up during this three-day period, the next patron on the holds list will be contacted to pick up that pass.

Failure to return the Empire pass will result in a fine equal to the replacement cost (\$80) of the Empire pass. Empire passes that are returned in a condition that renders them unusable will also be subject to a fine that is equal to the replacement cost.

When the library is closed, passes can be returned in the book drop using the envelope provided.

Admission policies vary with each park. Please check each for details, possible charges, and number of persons admitted. Institutional policies for each pass are subject to change.