

Museum and Recreational Pass Policy

General Information

- Pass availability and terms subject to change without notice.
- Museum and recreational facility hours, operating procedures, and reservation systems vary by location. Please check with each location prior to your visit.
- According to the PA State Library Record Confidentiality Law (PA 24 P.S. Section 4428), the library will keep all private and identifiable patron information confidential. See [Privacy Policy](#) for further details.

Borrowing

- Museum and recreational passes are free to adults with a valid library card.
- Passes are available on a first come, first served basis at the Swarthmore Public Library. Passes are not holdable through the Library Catalog.
- If available, one (1) pass may be held for one (1) hour if requested by phone. If the pass is not checked out within that timeframe, it will be made available to other patrons.
- A borrower's household may only have one (1) pass at a time.
- A pass may be checked out for three (3) days. Renewals are not available.

Returning

- Passes must be returned only to the Swarthmore Public Library. Passes may be placed in the external book return if the library is closed.

Fines and Fees

- A late fee of \$1 per day will apply for passes not returned on time.
- A replacement fee commensurate with the full cost of the pass will be charged for lost, damaged, or stolen passes.

Additional Terms

High-demand, limited availability passes

The following terms will apply for any passes with high demand and limited seasonal availability. Season is determined by the recreational organization. Passes that fall under these terms will be determined by the Library Director.

- Pass may be checked out to any adult with a valid library card. There will be no residency requirement.
- Pass is limited to two (2) checkouts per season per household.
- Consecutive checkouts will not be permitted.
- Terms for staff employed by the Swarthmore Public Library:
 - Staff are limited to one (1) checkout per season per staff member.
 - Staff are not permitted to hold the pass in advance for themselves or for any members of their household.
 - When checking out the pass for their own use, the pass must only be checked out on the borrowing staff member's account.