

# Museum Pass Sign-Out Sheet

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Enter name of museum.

## Friends of Bernardsville Library Museum Pass Guidelines

The program is available to anyone holding a current Bernardsville Library card.

One museum pass is allowed per household at one time. A family may take out a pass to each museum one time per calendar month.

Passes are loaned for a four-day period. They may be returned early.

Passes are checked out and returned at the Circulation Desk. They may not be returned in the book drop.

Passes are available on a first come/first served basis. There are no reserves.

A Bernardsville library card must be presented at time of check-out. (The patron's Bernardsville Library card may be required at the museum to validate the pass.)

**Failure to return the pass on time will result in a fine of \$10.00 per day (maximum fine is cost of the pass).**

**Failure to return the pass container or any part of its contents (other than the pass itself) will result in a fine of \$5.00.**

**In the event that the pass is lost, patron will be charged \$70.00.**

**A deposit of \$20.00 will be returned to the card holder returning the pass if all parts of the museum pass container and the pass are returned intact.**

**I have read, understood and agree to the above rules. The packet is complete.**

**Name (Print)** \_\_\_\_\_

Responsible party must be 18 years or older.

**Signature** \_\_\_\_\_

**Address** \_\_\_\_\_

\_\_\_\_\_

**Phone** \_\_\_\_\_

**Date** \_\_\_\_\_

All items present when checked out.	All items present when checked in.
_____	_____
Staff initials	Staff initials

For American Museum of Natural History, cross out text, initial the form and record only date, name and address of patron taking vouchers. Record number of vouchers given (one or two).