

Mount Kisco Public Library

Library Card, Borrowing, Fines and Fees Policy

Library Card Eligibility

You are eligible to receive a Mount Kisco Public Library card if you live in Mount Kisco. If you work, go to school, or own property in Mount Kisco, you are also eligible for a Mount Kisco Public Library card. A photo identification with the Mount Kisco address, such as a driver's license, is required. If your photo identification does not show your Mount Kisco address, two proofs of residency (such as utility bills or other mail) with your name and full address are necessary. If no ID is available, a postcard is available that a patron can mail to their Mount Kisco address and bring to the Library as proof of residency for a library card.

A card for children will be issued to those older than 5 years. The signature of a parent or legal guardian is required on the application and their identification is acceptable.

If you live outside of Westchester County and DO NOT work, go to school, or own property in Westchester, you may purchase a card from the Westchester Library System for an annual fee. The Non-Resident Application form should be sent directly to the Westchester Library System with your payment. Your card will be mailed to you directly from Westchester Library System and is honored at all Westchester public libraries.

Library Card Responsibility

You are responsible for all materials borrowed on our library card or your child's library card. You are responsible for the timely payment of all fines, replacement costs, or damage fees for items you borrow but do not return on time and/or in good condition.

It is essential to inform the Library of any changes in your name, address, or phone number.

Report lost cards immediately.

Forgotten Cards

In order to check out Library materials without a library card, you must present some form of photo ID with current name and address.

You must have your library barcode number to access your library record over the phone, whether to place a hold, renew items, or for any other reason.

Loan Period, Fines, and Fees

Item Material	Loan Period	Item Limit
New Books	14 Days	50
Books	21 Days	50
CDs	21 Days	15
Audiobooks	21 Days	15
Movies	7 Days	15
Magazines	7 Days	50
Video Games	7 Days	50

A maximum of 50 items may be borrowed per library card.

The fee for reserved items not picked up is \$.50 per item.

The first replacement library card is free, the second is \$2, and each replacement card after that is \$5.

Lost cases for DVDs, Blu-Rays, audiobooks, and video games are \$5 per case.

Lost books and other Library items require payment of the list price of the item. The Library does not accept replacement items in lieu of payment. The Library does not charge a processing fee or handling fee for lost items.

Renewals

Library items may be renewed once either in person, by telephone, or via your online account, providing there are no holds on the items.

Adopted June 15, 2009

Amended December 2009

Revised and Re-adopted February 20, 2018, November 16, 2021, and June 18, 2024.