



Circulation Policy

LIBRARY CARDS

To ensure efficient service and maintain confidentiality and security, patrons are asked to present their own library card when checking out materials. Each family member is required to use their individual card.

OBTAINING ROCKPORT PUBLIC LIBRARY CARD

Individuals who reside in Rockport, either year-round or seasonally, may obtain a Rockport Public Library card by presenting a photo ID and proof of residence. Those with a barcoded card from another Massachusetts library may register it for use at this location.

Item	Item Limit	Loan Period	# of Renewals *
Books	No limit	3 Weeks	2 Renewals
Audiobooks	No limit	3 Weeks	2 Renewals
Compact Discs	No limit	3 Weeks	2 Renewals
Videos/DVDs	No limit	1 Week / 3 for bundles	2 Renewals
Library of Things	No limit	1 Week	2 Renewals
Magazines (except for newest)	No limit	3 Weeks	2 Renewals
Museum Passes	No limit	Varies	No Renewals
Lucky Day Collection	No limit	3 Weeks	No Renewals

*Items will automatically renew twice if there are no outstanding requests on the material and the renewal limit has not been exceeded.

After 49 days overdue, the item will be determined to be lost, and the patron will be responsible for the cost of the item until the item is returned or the amount of the lost item is paid. Patron borrowing privileges are blocked when fees accrue to \$20.00 or when 20 items are overdue, regardless of bill reason.

Museum passes can be reserved [online](#), in person, or by phone 30 days in advance of the day you wish to use the pass. Returnable museum passes are checked out to the patron for 24 hours. The charge for lost passes is a full membership fee.

Payments for lost items can be made with a debit/credit card through the online catalog or with a cash/check at the library. Checks should be made out to the "Rockport Public Library".

Parents or legal guardians are responsible for children's selection of library materials.

The Board of Trustees reserves the right to amend this policy and to rule on situations not specifically covered herein. The Board of Trustees and the Library Director shall review this policy as needed.

Library Director
Cindy Grove

Board of Library Trustees
Joe Dapper, chair
Cynthia Sharfstein
Bill Hanscom

Policy voted and adopted on November 16, 2015
Policy last reviewed and amended on July 8, 2025