

HOURS

Hours change as services are adjusted. Up-to-date Hours of Operation are always available on our website.

EAST CHELTENHAM FREE LIBRARY 215-379-2077
 400 Myrtle Avenue
 (Inside the Rowland Community Center)
 Cheltenham, PA 19012
 E-mail address: eastcheltenham@mclinc.org
Curbside/Grab-n-Go Services
 Tuesday 11-5:45
 Thursday 1-5:45
 Saturday 11-3:45

ELKINS PARK FREE LIBRARY 215-635-5000
 563 East Church Road, Elkins Park, PA 19027
 E-mail address: elkinspark@mclinc.org
Curbside/Grab-n-Go Services
 Monday-Friday 11-6
 Saturday 11-4

GLENSIDE FREE LIBRARY 215-885-0455
 215 S. Keswick Avenue, Glenside, PA 19038
 E-mail address: glenside@mclinc.org
Curbside/Grab-n-Go Services
 Monday, Wednesday, Friday 11-2
 Tuesday, Thursday 3-6
 Saturday 11-4

LA MOTT FREE LIBRARY 215-635-4419
 7420 Sycamore Avenue, La Mott, PA 19027
 (Inside the La Mott Community Center)
 E-mail address: lamott@mclinc.org
Curbside/Grab-n-Go Services
 Wednesday 12-2:45
 Thursday 12-2:45

COMPUTER APPOINTMENTS: See our website for details.

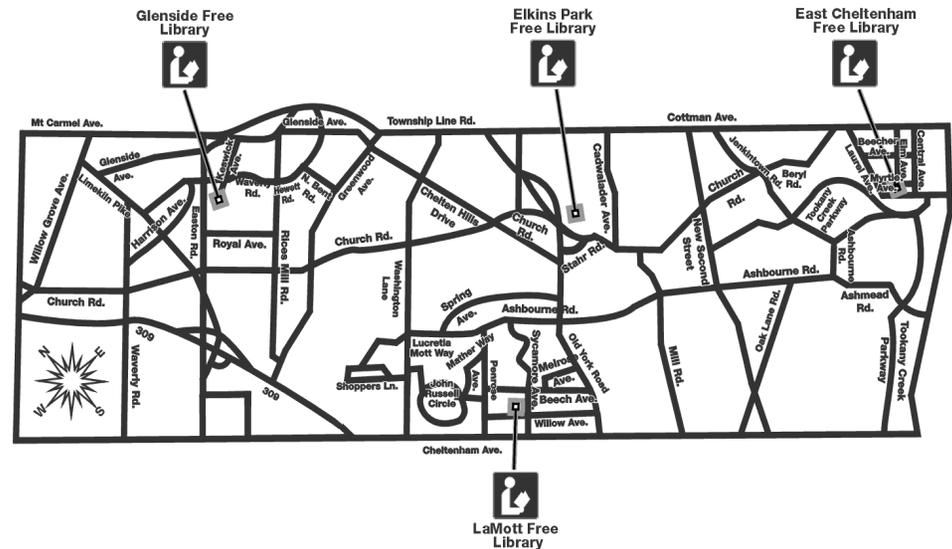
LIMITED IN-LIBRARY BROWSING: See our website for details.

WELCOME TO THE



East Cheltenham Free Library
 Elkins Park Free Library
 Glenside Free Library
 La Mott Free Library

www.cheltenhamlibraries.org



PUBLIC SERVICES INFORMATION

YOUR LIBRARY CARD (See Our Circulation Policy for Details)

- If you reside in Cheltenham Township, a library card can be obtained without charge online. The signature of a parent or guardian is needed for persons under the age of 14.
- A library card is needed to borrow materials. Please alert us immediately if it is lost or stolen. There is a \$2.00 replacement charge for a new card.
- Cardholders are responsible for all materials charged to their cards, including overdue fines and fees for lost or damaged material. Parents or guardians are responsible for the charges incurred by their minor children.
- Library transactions are confidential and may only be released to the cardholder, law enforcement officials with the proper documentation or to the parents or guardians of minor children as described in our "Confidentiality of Library Records" policy.

AT YOUR SERVICE

(Some in-person services have been temporarily suspended.)

- Ask the **library staff** for assistance finding materials and using the online catalog and other electronic resources.
- Every branch has **public computers** with Internet access and popular software packages. All users must abide by our Computer Use Policy. Reservation software is used to time sessions. Group and one-on-one classes in basic computing, Internet, etc. are held on a regular basis and are free-of-charge. Wi-Fi is available.
- **Book & A/V drops** are available at each library for the return of materials. Borrowers are responsible for materials that are left when the bookdrop is full or not functioning.
- Materials borrowed at one MCLINC member library can be returned to any MCLINC member library.
- **Sign-up to receive email notification of holds & overdue materials.**

SPECIAL SERVICES AND PROGRAMS

(In-person programming has been temporarily suspended, but we continue to host virtual programs.)

Consult the CTLS monthly calendar in your library or online at www.cheltenhamlibraries.org for ongoing and special programs such as pre-school & toddler storytime classes, English Language & Civics Classes, book discussion groups and more.

REQUESTS

You may request library materials in person, by phone or online. Sign up for email notification and receive an email when requested items are ready for pick-up. **If you are picking up materials held for someone else, be sure to bring their library card.**

(revised 12/30/2020)

LIBRARY RESOURCES @ WORK OR HOME WITH YOUR LIBRARY CARD & PASSWORD

Visit our website to access the **POWER Library** (magazine articles, encyclopedias, auto repair manuals & more), **Reference USA** (business and residential databases), Mango language software, Learning Express, Consumer Reports, Britannica Library Online, TumbleBooks, NovelList and **downloadable audiobooks & ebooks** from work or home. You can also view your account online and reserve materials with your card number and password. Select "search catalog" and choose "patron account" in order to access your account. **Ask Here PA**, the 24/7 online reference service is available with your library card.

ITEM & LIMITS	LOAN PERIOD	IF LATE
Books	3 weeks (2 renewals)	\$0.25/day, \$7.50 max.
Readers Express (2/cd)	3 weeks (no renewals)	\$0.25/day, \$7.50 max.
Magazines	1 week (2 renewals)	\$0.20/day, \$3.00 max.
Teen, Children's books	3 weeks (2 renewals)	\$0.15/day, \$7.50 max.
Music or audiobooks	3 weeks (2 renewals)	Same as books
Literacy Kits	1 week (1 renewal)	\$1.00/day, \$10.00 max.
DVDs & Video Games (2/cd)	1 week (1 renewal)	\$1.00/day, \$10.00 max.
Video Express DVDs (2/cd)	1 week (no renewals)	\$1.00/day, \$10.00 max.
DVDs >3 discs	3 weeks (no renewal)	\$1.00/day, \$10.00 max.
Playaway Audiobooks	3 weeks (2 renewals)	\$1.00/day, \$10.00 max.
Playaway Bookpacks	3 weeks (no renewals)	\$0.25/day, \$10.00 max.
Playaway Views (2/cd)	1 week (1 renewals)	\$1.00/day, \$10.00 max.
Playaway LaunchPad	1 week (no renewals)	\$1.00/day, \$10.00 max.
Museum Passes (1/hld)	3 days (no renewals)	\$5.00/day, \$85.00 max.

RENEWALS

Most items can be renewed in person, by telephone or online unless they are on reserve or in demand.

OVERDUE FINES

Overdue fines are calculated per item per day. Accumulated fines of \$10 or more will result in a loss of borrowing privileges and block access to your online account.

LOST OR DAMAGED MATERIALS

A replacement cost plus a \$5.00 processing charge will be charged for lost materials. The replacement cost for adult magazines is \$10.00; for all other magazines it is \$5.00 (no processing fee). A fee will be charged to replace barcodes, plastic cases, and other processing materials that are lost or damaged.

FOR THE ENJOYMENT OF ALL LIBRARY USERS, please refrain from loud conversation, mute cell phones, supervise children under the age of 10 and follow the guidelines in our "Behavior Policy."