

No. 10. If a card be lost, notice of the loss must be given at the Library immediately, and a duplicate card may be issued in its place not less than fifteen days after such notice. But the loss of a card will not affect the responsibility of the registered holder thereof for its subsequent use. If a lost card be found the duplicate must be returned at once to the Librarian.

USE OF BOOKS.

No. 11. In order to borrow a book the Library card must be presented to the attendant in charge, together with a call-slip on which is written the number of the book desired, and the number of the borrower's card or his name and address, according to the direction given on the slip provided for the purpose.

No. 12. A Library card shall ordinarily entitle the holder to have one book out of the Library at a time.

No. 13. No book shall be retained by the borrower for more than fourteen days.

No. 14. The Librarian may restrict the use of books in special demand, also of rare and costly books or those suitable only for reference.

No. 15. Any officer in charge of the Library may in his discretion refuse to issue to a person under the age of twenty-one years, books of a character not suited for circulation among young readers.

FINES, ETC.

No. 16. Any person who detains a volume beyond the time for which it is lent shall pay a fine of three cents for each and every day of such detention, and two cents for each notice of such detention sent by post, and cost of messenger if one is sent. Fines shall continue to run for a period of four weeks from the time when the book should have been returned, unless prior to the expiration of that period the borrower reports the book as lost, and pays the full cost of replacing it. The fine payable by him, in this case, shall be the amount accrued to date of such payment by him.

No. 17. A book so detained for more than four weeks shall be considered lost, and the person detaining it, in addition to accrued fines, shall pay the full cost of replacing such book. No book shall be delivered to any person, or upon his Library card until all fines and charges due from him are paid.

No. 18. Borrowers are expected to take notice of the expiration of the time limit. No claim to exemption from fine can be established because of the failure of any notice to or from the Library.

GENERAL REGULATIONS.

No. 19. All books and periodicals must be used and handled with care. It is forbidden to mark or write in books or periodicals, or to turn down the corners of the leaves, or to tear them, or in any way to injure or deface them.

No. 20. All injuries to books beyond a reasonable wear, and all losses of books shall be made good to the satisfaction of the Committee by the person liable therefor.