

Travel Pass Policy

Travel passes may be borrowed by Mid-Hudson Library System cardholders who are 18 years of age or older, with a library card in good standing. (A library card in good standing is defined as one with no fines, fees, or overdue materials.)

Travel passes are available on a first-come, first-served basis. A person may call to request a pass, but the pass must be picked up within two hours of the request.

In order to borrow a travel pass, the patron's library card must be presented at the Circulation Desk.

The travel pass may be borrowed for two (2) days. It must be returned in person to the Circulation Desk at the Millbrook Library. DO NOT return travel passes in the book drop or to another library. Travel passes may not be renewed.

A pass will be considered lost if not returned 14 days after the due date, and the pass will be automatically billed for the full cost to replace it. Borrowers who lose the travel pass will be required to pay the full replacement cost.

The library reserves the right to deny the use of travel passes to any borrower who repeatedly loses them or returns them late. After a pass is returned, patrons will need to wait till the next day before checking it out again to make sure the item is available for others to access. This rule applies to members of the same household.

Patrons may not borrow an item excessively to the point where it is unavailable for others. Patrons may only check out one travel pass at a time.

Each participating organization reserves the right to determine the rules and regulations governing the use of the travel pass. Patrons should call the organization directly for information on hours of operation, special exhibits, additional fees, parking, and/or directions.

Approved by the Millbrook Library Board of Trustees on June 28, 2016. Updated on July 25, 2017, and July 21, 2026.