

LIBRARY HOURS

Monday	10:00 am - 5:30 pm
Tuesday	10:00 am - 9:00 pm
Wednesday	10:00 am - 9:00 pm
Thursday	10:00 am - 5:30 pm
Friday	10:00 am - 5:30 pm
Saturday	10:00 am - 5:30 pm
Sunday	1:00 pm - 5:00 pm

(Closed Sundays from Memorial Day weekend through Labor Day)

*Public computers shut down 20 minutes before closing.
The second floor closes 15 minutes before
the rest of the building.*

CONTACT US

General Information	(914) 721-8200
Adult Information Desk	721-8225
Children's Library	721-8227
Young Adult Library	721-8224
Circulation Desk	721-8204
Overdue Notices	721-8204
Renewals	674-4169
Director's Office	721-7324
Assistant Director's Office	721-8219
Information in Spanish	721-8235

OUR MISSION

The Greenburgh Public Library is a source for learning, literacy, discovery and delight that enriches lives and strengthens our community.

LIBRARY SERVICES & RESOURCES

In addition to books and media, we offer many resources and services. For more information, contact us or visit greenburghlibrary.org.

eLibrary Collection

eBooks, audiobooks, movies, music and magazines

Job Information Center

Resources on resumes, cover letters, interviewing, and test preparation

Business/Finance Center

ReferenceUSA, Morningstar and Business Insights databases, and many other resources

Live Online Homework Help

Homework help, study and career resources, and test prep available through Tutor.com from 3-11pm daily

Online Courses and Test Preparation

Video and interactive learning online 24/7 through Lynda.com, Learning Express Library, Tutor.com

Public Computers and Printing

Wifi, scanning (to USB drive) and color copying/printing also available

Public Programs

A huge variety of educational and entertaining programs for all ages

*Please note: **The Library cannot provide childcare.***
Children ages 9-12 are not to be left without a parent or guardian in the building. Children 8 and under must be supervised by a parent or guardian at all times. If a child is left unattended at the Library's posted closing time, the police will be notified and the child will be taken by the police to the Greenburgh Police Department.

GREENBURGH PUBLIC LIBRARY



WELCOME

Take advantage of all our materials,
services and resources with your
Library card and visit us online at
greenburghlibrary.org

PUTTING SERVICE FIRST
300 Tarrytown Road, Elmsford, NY 10523
914-721-8200

ASK FOR ASSISTANCE

If you cannot find what you need, please ask a staff member. We are committed to giving you the best library service in Westchester County.

ABOUT YOUR LIBRARY CARD

Your library card is honored in every public library in Westchester. Library cards must be renewed every 3 years, in person with valid identification, at any WLS Library. Non-resident cards are issued for one year.

Your PIN is the last 4 digits of your phone number.

You must present your library card to borrow items. You can also register your library card with a loyalty/membership card app such as Key Ring or Card Star and present your device.

You are responsible for all materials borrowed on your or your child's card. You are financially accountable for all unreturned items charged to your library card. Please pay all fines promptly. The Library will impose additional fees related to the recovery of overdue materials. **Report lost cards immediately!**

Patrons with over \$25 in outstanding fines on their card will be automatically blocked by the Westchester Library System and will not be permitted to check out materials.

If you lose your card, please present valid identification in person at Greenburgh Library. There is a \$3 fee to replace your card.

RETURNS

Most items may be returned to any WLS Library. Express items must be returned to Greenburgh!

BOOK DROPS

For your convenience, the outdoor book drops are open 24 hours a day, 7 days a week

HOLDS

Materials that are not available at Greenburgh may be borrowed from another WLS Library. You may place up to 20 items on hold, including books, CDs, DVDs, and audiobooks. Express items and magazines cannot be reserved. Items are held for 10 days on the holds shelf. In order to pick up a hold, patrons must present the library card used to place the hold.

RENEWALS

Items may be renewed once, for the regular loan period, if there are no holds on the item. To place a hold or renew items online, visit westlibs.org and log in to your account. From here, you can review your account, search for items, renew, place items on hold, etc. To renew by phone, call 674-4169.

To log in, you will need your library card number and your PIN (last 4 digits of your phone number).

INTERLIBRARY LOAN (ILL)

Some books that are not available in the Westchester Library System may be borrowed from a non-WLS library for a period of 28 days. These books cannot be renewed. Fines are \$2 per day (maximum fine of \$25) for InterLibrary Loan material.

LOST OR DAMAGED ITEMS

Patrons will be charged the full replacement cost for any lost or damaged items. Exact, new replacements for lost or damaged items may be accepted in lieu of full replacement cost. Please ask staff for details.

GREENBURGH LOAN POLICIES

Up to 50 items may be checked out per card.

Type	Fine per day	Maximum Fine	Limits	Loan Period
ADULT and YOUNG ADULT MATERIALS				
Books	.20	\$10.00	None	21 Days
Paperbacks	.20	\$5.00	None	21 Days
Audio Books Playaways Music CDs	.20	\$10.00	10	21 Days
New Books	.20	\$10.00	None	14 Days
14-Day Express Books	.50	\$10.00	None No Holds	14 Days No Renewals
Magazines/ Pamphlets	.20	\$5.00	5 per Title No Holds	7 Days No Renewals
DVDs DVDs w/ 3+ Discs	1.00	\$10.00	10	7 Days 14 Days
Express DVDs	1.00	\$10.00	3 No Holds	3 Days
CHILDREN'S MATERIALS				
Books	.10	\$5.00	None	21 Days
Audio Books Playaways Music CDs	.10	\$5.00	10	21 Days
DVDs & Videos	1.00	\$10.00	10	7 Days
Magazines	.10	\$5.00	5 Per Title	7 Days
Kits	.10	\$5.00	None	21 Days

If a patron's account reaches a balance of \$25 or more with no payment activity in 75 days, Unique Management Services will contact the borrower to request the return of overdue materials and payment of all outstanding charges.
A service charge of \$15 is added to the account when referred.