

## NOTICE TO BERKELEY PUBLIC LIBRARY PATRONS LIBRARY RULES OF CONDUCT

These rules of conduct are for the comfort, safety and protection of all library patrons and library staff. Library staff and library security guards will firmly and courteously enforce these rules. We ask your cooperation in maintaining an environment conducive to enjoyable use of the Library for all.

### **Dangerous, destructive or illegal conduct, including but not limited to the following, will not be tolerated:**

- Physical abuse or assault;
- Fighting or challenging to fight;
- Making violent or threatening statements;
- Engaging in or soliciting any sexual act; and
- Damaging, destroying, or theft of library property.

Any patron displaying any of these behaviors will be instructed to leave the library immediately. Police will be called and appropriate legal action will follow. **In addition, based on the severity of the situation, a suspension of library privileges for up to one year will be applied without advanced warning or prior suspension.**

### **The following behaviors are also prohibited:**

- Using harassing or insulting language.
- Leaving children under the age of eight (8) unattended by a parent or authorized adult.
- Blocking library entrances, exits, or walkways with bicycles, strollers, power cords, etc., or leaving animals or personal belongings unattended on Library property.
- Participating in any activity in the library or at public entrances/exits which interferes with any person's comfort or safety.
- Entering library with animals other than service animals authorized by law.
- Entering library with items inappropriate to library use, including but not limited to bicycles, shopping carts, large trash bags, bedrolls, and strollers without children..
- Entering library with containers or packages which singly or collectively exceed 16"x18"x24".
- Riding skates, roller shoes, scooters, skateboards, or other similar devices.
- Smoking, eating, or drinking except for a nonalcoholic beverage in a bottle with a secure top.
- Possessing, consuming, or being under the influence of alcohol or illegal drugs.
- Lying on the floor or sleeping.
- Unreasonable use of rest rooms, including laundering, bathing, and shaving.
- Inappropriate use of electrical outlets, including charging vehicles, wheelchairs or appliances.
- Leaving personal belongings unattended.
- Exuding offensive, pervasive odors, including pervasive fragrances caused by perfume or other scented products, which constitute a nuisance to other patrons or staff.
- Failing to wear shirt/top, pants/skirt, and shoes.
- Disturbing or annoying anyone with loud and/or unreasonable noise, including but not limited to using electronic equipment or mobile telephones at a volume that disturbs others.
- Carrying weapons of any type.
- Petitioning, soliciting or selling merchandise or services without written permission from the Director of Library Services.
- Personally monopolizing Library space, seating, tables, or equipment to the exclusion of other patrons or staff.
- Fraudulent use of another's Library card and/or number for any purpose, including using another's Library card to reserve or use Library computers.
- Refusal to follow reasonable direction from Library staff, including but not limited to leaving the Library during normal closing procedures or during an emergency evacuation.

### **Any patrons displaying these behaviors will be addressed in the following manner:**

**FIRST VIOLATION:** Initial warning, given copy of Library Rules of Conduct.

**SECOND VIOLATION:** Library privileges suspended for one day.

**THIRD VIOLATION:** Library privileges suspended for seven days.

NOTICE TO BERKELEY PUBLIC LIBRARY PATRONS  
LIBRARY RULES OF CONDUCT

**FOURTH VIOLATION:** Library privileges suspended for up to one year.

**If you observe anyone violating any of these rules of conduct, please inform either a security guard or a library staff member. Circumstances including the seriousness or continuing nature of the conduct may warrant immediate suspension of Library privileges. See the Patron Suspension Policy for further information.**