

Confidentiality of Library Records

Library records, which contain names or other personally identifying details regarding the users of public, free association, school, college and university libraries and library systems of this state, including but not limited to records related to the circulation of library materials, computer database searches, interlibrary loan transactions, reference queries, requests for photocopies of library materials, title reserve requests, or the use of audiovisual materials, films or records, shall be confidential and shall not be disclosed except that such records may be disclosed to the extent necessary for the proper operation of such Library and shall be disclosed upon request or consent of the user or pursuant to subpoena, court order or where otherwise required by statute. — New York State, CPLR Rule 4509, as amended in 1988

The King Memorial Library respects the privacy of all patron records. The library will disclose information regarding overdue materials and fees for children 12 and under to the parent or legal guardian who originally authorized and signed for the child to receive a card. The parent or legal guardian must have either a proper identification or the child's library card at the time of the request. If your child is age 13 or older, the library cannot disclose information without his or her authorization.

Information regarding titles on an adult library card holder's account will only be provided to the account holder.