

# R U L E S

TO BE OBSERVED BY THE

## LIBRARY COMPANY OF PHILADELPHIA.

I. All persons are allowed to consult the books in the room without charge during Library hours.

II. The Librarian shall attend at the Library every day (Sunday excepted) from half-past eight o'clock A. M. until six o'clock P. M. He shall enter in the catalogue kept at the Library, such books as may be purchased or added to the Library; label and number the same, as well as all others from which the label or number may be torn off or defaced. He shall also replace the books on the shelves, as they are brought in, as soon as he conveniently can, first having examined whether they are free from damage.

III. He shall lend to any member or subscriber, Four Volumes for Two Weeks, and no greater number, unless on hire, or so connected as to be otherwise useless. At the expiration of the time specified (unless application has been made by another member for the same books, and the Librarian requested to take a memorandum thereof) the borrower may, on producing the books to the Librarian, renew the same for the like time.

IV. Every person, not being a member or subscriber, who shall hire one or more books shall first deposit, as security, in the hands of the Librarian, double the value of such book or books; but if the book or books should belong to a set, then such person shall deposit treble the value of the volume or volumes which he shall so take out.

V. Every person who shall take out a book or books on hire, shall pay, for the use of the Library, ten cents a week for each volume and no smaller sum, although the book may be returned within the week.

VI. Any person, who shall neglect to return the book or books, within the time specified in the third rule, shall for such neglect, pay to the Librarian, for the use of the Library (in addition to the hire when the book is not taken out by virtue of a share) ten cents per week; and if not returned, undefaced, within one month from the expiration of the time limited, the fine and hire accruing thereupon shall be doubled, and the deposit money, if any, shall be forfeited to the Company.

VII. No person from whom any hire or forfeiture is due, or who hath damaged any book, shall be permitted to have another book till satisfaction be made.

VIII. The Librarian is to conform to the instructions of the Directors with regard to such books as, from their scarcity and value, are to be let out only on certain conditions, or not at all.

IX. No person, whether a member or not, is to lend the book or books he borrows to any person out of his dwelling-house.

X. No book shall be lent on the share of a deceased member, unless authorized by the executors or administrators of such deceased member.

XI. Persons not members may take books out of the Library on the same conditions as members by paying in advance twelve dollars for one year, six dollars for six months, or four dollars for three months, commencing at any period.

XII. When any member or subscriber shall desire to take out any book or books, the value of which shall exceed that of his share, or the proportionate part of his subscription unexpired, the Librarian may require him to deposit a sum of money double that excess.

XIII. Books will be sent to members or subscribers, if desired, by book post, express, or local despatch, at their expense.