

**Northville District Library  
Policy on  
Confidentiality of Library Records**

To the extent allowed by Federal law, the Northville District Library abides by the State of Michigan's Library Privacy Act (MCL 397.603 ) which states that all records regarding any personally identifiable use of library materials, facilities, or services are strictly confidential. The Northville District Library will not release any information regarding a library patron or the information he/she seeks or receives, consults, borrows from, or uses at the library.

The only authorized exceptions are in the following cases:

- If a parent or legal guardian signs the Library Privacy Act (LPA) portion of the minor's library card application, making him/her responsible for materials borrowed, he/she may have access to the minor's library record.
- If the card owner gives written consent to the person making the request, that person may then have access to the card owner's library record.

**Approved by the Board of Trustees May 25, 2000**

**Revision approved by the Board of Trustees June 26, 2003**

**Revision approved by the Board of Trustees Dec. 17, 2009**

**Revision approved by the Board of Trustees December 18, 2014**