

# **LIBRARY USAGE GUIDELINES FOR PATRONS**

**To accommodate all library users and to maintain an academic environment, please note the following:**

- For your convenience, food and covered drinks are permitted in Benner Library. Library staff may use discretion to restrict items, if needed.
- Reshelving carts are located on each floor. After using materials, place them on carts. Staff count the usage and return materials to the stacks.
- Research and academic work are the first priority for group study rooms and computers. Do not monopolize these areas solely for social purposes.
- The Ultra Quiet Area of 3<sup>rd</sup> floor is designated for individual silent study. Move to a different section of the building for any talking or noise.
- The Religion Room is designated for academic collaboration. Moderate talking is permissible.
- Respect the dignity and privacy of other library patrons. Behavior throughout the building should be appropriate for an academic library.
- Please ask for assistance at any of our service desks.
- Please request permission from library staff before filming in the library. Do not interrupt patrons to interview or film them.

Thanks for your cooperation!

