

Microform Reader/Printer Use Policy

The YCL maintains microform reading and printing equipment for in-house patron use. Use of the equipment is on a first-come, first-served basis and can be scheduled in advance. Use of the reader is free; prints are 25¢ per copy. Use is limited to adults unless children are accompanied by an adult. Any patron caught abusing or intentionally misusing the equipment will no longer be allowed to use it.

The quality of the microfilm may affect the quality of prints produced. As a result, it may not always be possible to get clear copies of desired articles. Library staff are not responsible for poor copies that may be difficult to read.

Staff will provide basic instruction on use of the microform machines when needed.

Staff will take requests for microfilm research at a charge of \$5.00 per article. Staff reserve the right to refuse research requests if the time required for research is not feasible.