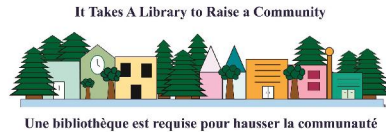

Wawa Public Library



Policy Type: **OPERATIONAL**

Policy Number: OP-17

Policy Title: **Ontario Parks Pass**

Initial Policy Approval Date: Feb.28/22

Last Review/Revision Date:

Year of next review: Feb. 2026

In partnership with the Province of Ontario and Ontario Parks, the Wawa Public Library will lend Ontario Parks Vehicle Day Passes. These passes will allow for free vehicle entry into any Ontario Park for day use. (Overnight camping is not allowed).

Section 1: Borrowing Conditions

1. Patrons must be over the age of eighteen (18) to borrow the Ontario Parks Pass.
2. Passes can only be borrowed on accounts in good standing.
3. Patrons are eligible to borrow an Ontario Parks Pass once per calendar year for seven (7) days loan period. (One pass per Library Cardholder.)
4. Patrons may be restricted from borrowing an Ontario Parks Pass if:
 - a) They previously returned a park pass more than five (5) days overdue
 - b) They previously abused the conditions of the pass (i.e., attempting to camp overnight with the pass)

Section 2: Circulation

Due to the limited number of passes available, patrons are asked to return the pass as soon as possible after use. The passes will have a loan period of seven (7) days.

1. Parks Passes will circulate on a first-come, first-served basis.
2. Due to the limited number of passes available there will be no renewals allowed on the passes.
3. Overdue fees will be applied to the Park Pass at \$1.00/day. If not returned after five (5) days from due date, the pass will be considered missing, and the patron will be billed the full replacement cost.

OP-17 Ontario Parks Pass (continued)

Section 2: Circulation (continued)

4. The replacement cost of a Parks Pass will be \$225.00 (the cost of an annual commercial day pass).
5. Patrons will be required to sign an Ontario Park Pass Agreement Form to confirm that they understand the cost of not returning the Pass. (see Appendix A)
6. The replacement cost of Ontario Parks Passes will be reviewed annually based on rates set by Ontario Parks.

Section 3: Changes or Discontinuation of the Program

1. The Park Pass lending program is an initiative of Ontario Parks, offered at no cost to participating libraries.
2. Due to the nature of this partnership, the program may be changed or discontinued at any time.
3. As these decisions are outside the Library Board's control, the Library Board cannot guarantee patrons of the program's continued availability.

OP-17 Ontario Parks Pass (continued)

Appendix A

Ontario Parks Day Pass Agreement

Passes will be loaned to cardholders eighteen (18) years or older with a library card in good standing. **No renewals, no holds.**

Day Passes that are available have been graciously donated for your use. The pass entitles entrance into any Ontario Park during their respective operating seasons. Any extra costs for activities, the user will be responsible for.

**Users must agree to the following conditions:
NO EXCEPTIONS WILL BE MADE TO THESE RULES.**

1. Passes may be checked out for a seven (7) day period.
2. Returns must be made to the Wawa Public Library.
3. Passes must be returned on or before its due date.
4. If pass is not returned after five (5) days from it's due date, the account will be charged for the full retail price of the pass, \$225.00. (This amount is subject to change based on pricing out of the Library Boards control.)
5. Kits are provided for your information. Please keep everything together for future users.

Paton Name: _____

Phone # _____

My signature below acknowledges that I have read, understand, and agree to all of the terms and conditions. I assume full responsibility and cost incurred due to fines or replacement fees.

Signature

Date