

**Friends of the M-H Public
Library Foundation 501 c(3)**
417 West Main Street,
Morristown, TN 37814

Please bring in your gently used books for
the Friends of the Library quarterly book
sale and daily Ramp sale.
All proceeds support the library.

Please ask at the Main desk for Book Sale
Dates. Money earned from book sales helps
to fund programming for your library!

Friends Membership Enrollment:

Please fill out this form:

Today's Date: _____

Name: _____

Address _____

Phone: (____) _____

E-Mail: _____

Please check your membership choice:

_____ \$3.00 Students

_____ \$10.00 Individual

_____ \$25.00 Family

_____ \$150.00 Individual Lifetime

_____ \$250.00 Corporate

_____ **I would like to join Friends to support
my library, but I will not be able to volunteer.**

_____ **I would like to join and volunteer
Please contact me.**

You may leave this form and payment at the
Library Circulation Desk or mail it with remit-
tance to: Friends of the Library
Linda Plankenhorn, Secretary
417 W. Main Street, Morristown, TN 37814

We appreciate you!

**This library operates because
of your support —through
donations of materials,
money, and/or time.
Thank you for your loyalty
and assistance!**



love your library

**Complete library policies may be viewed
at the main desk. Information in this bro-
chure is subject to change.**

Other Organizations:

Hamblen County Archives
511 West Second North Street,
Morristown, TN 37814
423-586-1961 (Located in Court House)

**Hamblen County
Genealogical Society**
P.O. Box 1213,
Morristown, TN 37816-1213

Morristown-Hamblen Library
417 West Main Street
Morristown, TN 37814



HOURS of OPERATION:

Monday – Thursday 9:00 a.m. - 7:00 p.m.

Friday 9:00 a.m. to 6:00 p.m.

Saturday 9:00 a.m. to 4:00 p.m.

SUNDAY - CLOSED

Telephone: 423-586-6410 Fax: 423-587-6226

Email:

morristownhamblenlibrary@yahoo.com

Website:

www.morristownhamblenlibrary.org

MISSION STATEMENT:

**As a vital part of an
educated community the
library's mission is to improve
the lives of all citizens by
providing free, unlimited
access to information.**

YOUR LIBRARY CARD

To apply for a library card please bring valid photo identification and proof of address. If under the age of 18, parent's or legal guardian's signature is required. Parent/guardian will also need to bring valid photo identification and proof of address.

HOW MANY ITEMS CAN I CHECK OUT?

There is a limit of two items when the card is used for the first time. The following check out limits apply thereafter:

Adult— (18 years of age or older to check out movies and/or music):

ITEM	LIMIT	CHECK OUT TIME
Books	12	2 weeks
Audio	8	2 weeks
Magazines	4	2 weeks
Movies (age 18+)	3	1 week
Music (age 18+)	3	1 week

Juvenile (up to age 13):

ITEM	LIMIT	CHECK OUT TIME
Books	12	2 weeks
Audio	4	2 weeks
Magazines	4	2 weeks

How long can I keep my material?

All materials, except movies and music may be renewed in person, over the phone, or online unless on reserve by another patron.

HOW MUCH ARE OVERDUE FINES?

Library fines are .25¢ per day for each overdue item except movies and music which are \$1.00 per day.

To continue to check out material individual fines cannot exceed \$5.00

ATTENTION! DID YOU KNOW....

TO SEARCH OUR CATALOG OR ACCESS YOUR ACCOUNT ONLINE, JUST FOLLOW THESE INSTRUCTIONS:

Visit our web page:

www.morristownhamblenlibrary.org

Click the **CATALOG Image to Access**

To **ACCESS YOUR** account on **VERSO**:

1. Click login in upper right corner
2. Under Select Your Library, scroll and click on MORRISTOWN--Morristown-Hamblen Library
3. For Library Barcode: Type your entire library card number (14 digits/characters total). If your card has 13 digits/characters, include one space after last digit.
4. Password--The default password is USERPASS. You will be prompted to change your password later. If you have already created a password with the old VERSO catalog system, it will be the same password on VERSO 4.
5. To change your account information, click on My Account in the upper right corner.
6. To access the catalog, type the information into the search box under "Welcome to the Online Catalog for the Morristown-Hamblen Library"
7. You can also access the Tennessee Electronic Library (TEL), READS (Free E-books), and the Morristown-Hamblen Library website (Website) using the tabs below the search box.
8. The home icon will return you to the home page at any time during your search.

If you have questions or problems using VERSO, please feel free to contact us at 423-586-6410.

COMPUTER SERVICES:

The library has public computers with Internet access, Microsoft Office Suite, and printing. Computer access requires a valid library card or Guest Pass to sign on. Patrons receive one hour per day but may receive more time if needed for school or work-related activities.

MORE SERVICES

CHILDREN'S SERVICES

There are Story Hours available during the week. Special activities sometimes accompany these story hours. Check at the Children's Library Circulation Desk for more information.

Join us May through July for our special summer reading program. We offer special guest speakers, prizes, and fun for all. Programs are arranged for children from toddlers up to 12 years of age.

A separate area for Teens/Young Adults is available upstairs.

There are computers available for use by children ages 13 and under in the Children's Library.

Study carrels are available as well as tables and chairs.

Study rooms are reserved for school and work-related activities. If you're not sure, just ask.



REFERENCE SERVICES:

The reference area has Microfilmed copies of the local newspapers as well as a general collection of material that can be used in the library only.

You can find thousands of articles, genealogy information, and more through the Tennessee Electronic Library (TEL) located on our website.

COMMUNITY ROOM RENTAL

A community room is available for various activities—Weddings, Baby Showers, Birthday Parties, etc!

Inquire at the main desk or online for rules and regulations.