## Anderson Public Library Confidentiality of Library Records Policy

To protect the privacy of library customers, the library shall not disclose any library record that identifies a person as having requested or obtained specific materials, information, or services, or as otherwise having used the library other than in the following situations:

- 1. When necessary for the reasonable operation of the library.
- 2. Upon written consent of the user.
- 3. Pursuant to court order or where otherwise required by law IC 5-14-3-4 (16).

Adopted by the Board of Trustees 6/17/98. Revised 2/15/09. Reviewed 01/16/2019.



**Anderson Public Library** 

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