

Nagareyama-city Library User Guide

Open hours

Name of Library	Open hours		Telephone Area code : 04
	Tue. - Sat.	Sun. / Holiday/ Mon. (7/21-8/31)	
Central Library	9:30~ 19:00	9:30~ 17:00	7159-4646
Mori Library			7152-3200
Ki Library			7145-8000
SANKO-TECHNO-PLAZA Minami-nagareyama Area Library	9:00~ 19:00	9:00~ 17:00	7159-4000
Hokubu Branch Library	10:00~17:00		7154-8000
Hatsuishi Branch Library			7154-9100
Ootaka-no-mori Children's Library			7159-7041
Library service desk			
Ootaka-no-mori Toshu Pick Up Center	9:30~ 19:00	9:30~ 17:00	7159-4646 (Central Library)
Minami-nagareyama Toshu Pick Up Center	9:30~ 19:00	9:30~ 17:00	7159-7373

- Nagareyama-city has 7 libraries. Please see each open hours at the table.
(Usually libraries are closed on Monday.)
- On a holiday on Monday, Nagareyama-city libraries open. The following week day is substituted.
- The last day of month on week day, Libraries are closed.
- During school summer holiday season (7/21-8/31), Nagareyama-city libraries open every day.
- During year-end and New Year holidays, libraries are closed.

Getting a library card

- Please fill in an application and show a form of identification with your name and current address in person. (e.g. / driver's license, student ID card or your foreign registration card, etc.)
- Your library card needs to renew every 5 years for Nagareyama citizens and 3 years for non-Nagareyama citizens.
- You can use your Nagareyama-city library card at any of Nagareyama-city libraries for free.

Checking out library materials

Material : type of item	Max items	Loan period
Books, Magazines(back issues)	10	2 weeks
DVD, Video tape, E-books	1	
CD, Cassette tape	3	
Storytelling picture cards	3	

※Non-Nagareyama citizens can not check out E-books.

- You can renew your items one time. You can not renew in the following cases:
 - The item is reserved by another users.
 - You have overdue materials.
- ※Renewing can be done since two days before the due date. You can also renew your items by telephone.

Returning

- The materials can be returned at any of Nagareyama-city libraries.
- If the library is closed, you can return the books or magazines into the bookdrops in front of the city libraries and near the stations.
- However, the following materials must be returned at the main counter of the library to prevent damage.
 - AV materials (CDs, DVDs, etc.)
 - Books accompanied with AV materials.
 - Storytelling picture cards.

Reserving

- If the library material you are looking for is on loan or in another library in Nagareyama-city, you can reserve the material.

Material : type of item	Max items
Books, Magazines(back issues) Storytelling picture cards	10
DVD, video tape, CD, cassette tape	5
E-books	1

- ※ If you have overdue materials (longer than 2 weeks), you can not reserve any item.
- ※ Non-Nagareyama citizens can not reserve any AV materials on loan.

Loss and Damage

- If the materials on loan are lost or damaged (cut, writing, biting, wet etc.) you must recompense the materials in goods in case of need. You will have to submit replacement material for the lost or damaged item in one month.