

**Wallingford Public Library
Policy on Confidentiality of Library Records**

Wallingford Public Library circulation and registration records are strictly confidential and are to be used only to conduct library business. Patrons may access their own records via the "Review Patron Record" option available on all public access catalogs (PAC).

Library records shall not be made available to any agency of state, federal, or local government except pursuant to such process, order, or subpoena as may be authorized under the authority of, and pursuant to, federal, state, or local law relating to civil, criminal, or administrative discovery procedures or legislative investigating power.

The Wallingford Public Library may resist the issuance or enforcement of any such process, order, or subpoena until such time as a proper showing of good cause has been made in a court of competent jurisdiction.

Adopted by the Board of Managers, March 19, 1979.

Revised January 19, 1981

Revised January 24, 1994

Revised March 22, 2004