

The New York State Library is open to the public and is expected to be a clean, comfortable, and safe place for selecting materials, reading, researching, studying, writing, and attending Library programs and meetings. To this end, the Library has established rules of conduct to protect the rights and safety of Library patrons, volunteers, and staff, and to preserve and protect the Library's materials, equipment, and facilities.

Enforcement of these rules will be conducted in a fair and reasonable manner. Library staff, security staff, and/or the State Police will intervene to stop prohibited activities and behaviors. Failure to comply with the Library's established rules could result in removal from the premises and expulsion from the Library for a period of one day or more, or in arrest or prosecution. Violations could also result in the restriction and/or termination of Library privileges, including the loss of use of Library computers and other equipment.

The following actions are examples of conduct not allowed on Library property:

- Engaging in any activity in violation of Federal, State, local or other applicable law.
- Violating a Library policy (such as the copyright policy, copying policy, reshelving policy, internet for public use policy).
- Being disruptive including, but not limited to, verbally or physically threatening, or harassing other patrons, volunteers, or staff; fighting or challenging to fight; running, pushing, shoving, or throwing things; creating disruptive noises such as loud talking, screaming, using audible devices without headphones or with headphones set at a volume that disturbs others, and/or using cell phones, pagers, and other communication devices in a manner that disturbs others.
- Damaging, altering, or inappropriate use of Library property including, but not limited to, books, magazines, microform material, computer hardware and software, printers, copiers, phones, and other equipment.
- Consuming food or beverages (except for drinking fountain use, drinking from screw top or flip top water bottles and/or babies drinking from baby bottles). Water CANNOT be consumed near computers.
- Trespassing in nonpublic areas or being in the Library without permission of an authorized Library employee before or after Library operating hours.
- Fraudulent use of someone else's identification including, but not limited to, using another person's New York State Library card without that person's permission.
- Refusing to leave the building during an emergency or drill evacuation.
- Neglecting to provide proper supervision of children.
- Using wheeled devices such as skateboards, roller-skates, bicycles, scooters, and/or shopping carts (exceptions include wheelchairs, walkers, and strollers).

- Smoking, chewing tobacco, use of e-cigarettes, vapes, and other Electronic Nicotine Delivery Systems (ENDS).
- Littering.
- Routinely sleeping.
- Being barefooted or not wearing a shirt.
- Putting feet up on furniture.
- Soliciting or panhandling.
- Unauthorized filming or photography.
- Bringing in pets or animals, other than service animals necessary for disabilities.

All bags and other articles are subject to inspection by security and/or other authorized personnel.