

## **Columbia Township Library**

### **Library Privacy Policy**

**Adopted: April 25, 2016**

The Columbia Township Library recognizes its patron library records and other records with personally identifying information to be confidential in nature in accordance with Michigan's Library Privacy Act (MCL 397.601 and amendments).

Columbia Township Library will not share, sell, rent, or otherwise distribute or disclose a patron's name, e-mail address, postal address, phone number, borrower records, or any other personally identifying information to any outside parties unless required to do so by a properly executed court order, or pursuant to the patron's expressed written consent.

Information stored in the patron library record shall be used solely by authorized library personnel in the administration of their regular duties.