

**WESTCHESTER PUBLIC LIBRARY**

**CREDIT/DEBIT CARD PROCESSING POLICY**

**Adopted October 12, 2017**

All debit/credit card transactions must be conducted in person with card present. The patron must swipe their own card. There is a \$1 minimum charge required in order to pay with credit/debit cards; no refunds may be issued. If the internet or machines are down, credit/debit card payments will not be accepted during that time. This service can only be used for processing credit card payments and may not be used to provide a cash advance or add credit onto a library patron account.

WPL-owned credit cards may not be processed in library-owned card terminals.