



≡ THE AMERICAN CENTER ≡

Regulations

1. Patrons must sign the visitor log book when entering and exiting the AC.
2. Laptops and other electronic devices are not allowed in the AC.
3. Food or beverages are NOT allowed in the AC.
4. Respect others by keeping the AC a quiet study space. Patrons may use the wireless headphones to listen to the television, DVDs or computer programs.
5. Patrons are requested to leave materials they have used in the designated place. Please do not reshelv books or DVDs.
6. Books and other materials are not to be taken out of the AC.
7. AC materials must not be written in or otherwise defaced.
8. Patrons may use computers with Internet access for researching and educational purposes only. DO NOT install or uninstall any program or service in any computer. DO NOT change the settings of library computers. The AC reserves the right to limit your use of library computers to two hours per day. Computers are available while the library is open until 15 minutes prior to closing time. Relinquish your computer promptly & cooperatively when informed that your time is up or the library is closing. AC does not provide printing service.
9. Patrons may make photocopies (AC materials only) when necessary up to 5 pages per day with AC intern's support.
10. AC equipment must be used carefully. If any equipment does not seem to be working properly, please inform AC staff or interns. Patrons should not try to fix equipment.
11. Patrons are responsible for their own belongings. Patrons may not leave personal items unattended and may not reserve a space in the library for their own use. Items left unattended in the Library or on tables will be sent to security guards.

You may access the AC online catalog at: <http://goo.gl/uyNA6x> to search all books and DVDs available at the AC.

Please ask AC staff or interns should you have any question or need help.
Thanks for your cooperation.