



### **Program Attendance Policy**

Due to space limitations, program costs, or the nature of certain events, some library programs may require advance registration. Registration requirements will be clearly noted in the program description on the library's event calendar, newsletter, and social media pages.

If you are registered for a program, but can no longer attend, you must cancel your registration at least 24 hours before the program's start time. Cancellations can be made by clicking the "**Cancel This Registration**" link in your confirmation email or by calling the library at **302-422-8996**. Providing timely notice allows staff to offer the spot to someone on the waitlist.

Patrons who fail to provide 24-hour notice for two programs within three months will be suspended from registering for programs that require registration for a period of two months, beginning on the date of the second missed program.

Exceptions to this policy may be granted at the discretion of the Library Director.

By registering for any program, event, workshop, or class, whether held on-site or off-site and primarily sponsored by the Milford Public Library, you agree to these terms.

**Approved by the Milford Public Library Board of Trustees on 9/15/2025.**