



Policy # 10.49

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Approved by:  
Amita Lonial, Director

Supersedes: Policy #10.49.1, #10.49.2

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# Patron Use Agreements Policy

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## Purpose & Scope

By entering Tacoma Public Library spaces in person or virtually, patrons agree to respect the dignity and safety of others. Violations to these agreements may result in a warning, suspension, exclusion, or criminal trespass, dependent upon the severity. This policy defines our commitment to ensuring the Libraries remain safe and welcoming for individuals, families, staff and community members of all backgrounds.

## Strategic Priority Alignment

This policy aligns with Tacoma Public Library's vision of being a radically welcoming, and trusted community hub where all people can find joy, compassion, and inspiration; as well as our commitment to equity and social justice in serving all of Tacoma's diverse communities, especially the most vulnerable and underserved.

## Policy Statement

1.1 To maintain a welcoming environment promoting safety, dignity and mutual respect, patrons agree to the following:

1. Everyone Belongs Here
  - Community members of every background, housing status, identity, and ability deserve to be treated with respect and care while in our spaces.
2. Respect Other Patrons and Library Staff
  - Speak kindly to others. No yelling, discriminatory, or demeaning language directed towards another person.
  - Respect others' privacy, property, and personal space.
  - Handle differences with other patrons respectfully or seek the assistance of library staff.
3. Move Safely Through the Space
  - Avoid dangerous physical behaviors such as running, pushing or play-fighting.
  - Keep belongings secure and with their owner and ensure they do not obstruct access to any part of the Library for others. The Library cannot be responsible for lost or stolen items.

- Bicycles, scooters, and other wheeled recreational devices must be stored outside at the provided bicycle racks.
4. **Respect the Shared Space**
    - Use headphones or keep device volume low enough to not disturb others.
    - Use Library furniture, equipment and materials as intended.
    - Keep areas clean and dispose of trash appropriately.
    - Be mindful of activities that interrupt the business or other patrons' use of the Library.
  5. **A Smoke and Substance Free Space**
    - All Library spaces are to be kept free from drugs, alcohol, and illegal substances.
    - Smoking and vaping are allowed outdoors in accordance with state law [RCW 70.160.075](#)
  6. **Service Animals**
    - Service animals are welcome in accordance with [RCW 49.60.040](#), our [Animals in the Library policy](#), the [Americans with Disabilities Act](#) and the [Washington State Human Rights Commission](#).
  7. **Appropriate Clothing and Hygiene**
    - Wear shoes and clothing that sufficiently covers the torso and private areas.
    - Maintain personal hygiene to support a safe and hazard-free Library environment.
  8. **Appropriate Restroom Use**
    - Restrooms are for everyone and should not be used in a way that creates a mess, hazard, or limits access.
    - Restrooms may not be used for bathing or laundering clothing.
  9. **No Living on Library Premises**
    - Camping, and the building of temporary shelters and fires are not permitted on Library premises.
    - Personal belongings should not create a hazard to health or safety.
  10. **No Soliciting**
    - Unauthorized selling of items, requests for donations, and petitioning is not allowed. Please refer to our [Special Use of Library Premises for Expression of Opinion policy](#).

## 1.2 Harmful or Illegal Activities

Criminal activity or violations of local, state, or federal laws are strictly prohibited. Violations will be subject to suspension, exclusion, criminal trespass, and/or referral to law enforcement. Such activities can include:

1. **Harassment**
  - This includes sexual harassment, physical or verbal threats to life or safety, stalking, lewd or indecent behavior.

## 2. Wielding Weapons

- Bringing weapons onto Library property in violation of state law [RCW 9.41.300](#)
- Wielding a weapon in ways that create alarm or intimidation.

## 3. Substance Violations

- Consuming, distributing, or selling alcohol, drugs or illegal substances.

## 4. Vandalism or Theft

- Damaging property or stealing.

## 5. Viewing Illegal Content

- Accessing or displaying illegal material, including anything involving the exploitation or abuse of a minor. Please refer to our [Public Use of the Internet, WIFI, and Mobile Hotspots policy](#).

### 1.3 To Keep our Spaces Safe and Accessible to Everyone

- Listen to staff requests and follow staff directions during an emergency.
- Patrons of all ages must follow these agreements. The safety of children is the responsibility of their caregivers. Please refer to our [Parent & Caregiver Responsibility Agreement](#).
- Security cameras are in use at all locations. For more information, please refer to our [Security Camera Footage policy](#).
- Some buildings are equipped with vape sensors to ensure healthy and safe air quality and will alert staff to any changes in air quality.
- Entering Library property while actively suspended, excluded, or criminally trespassed is prohibited. Please refer to our [Exclusion & Suspension from Premises policy](#), which includes our appeals process.
- Violations related to our Patron Use Agreements will be addressed on a case-by-case basis by library staff or leadership.