### Violation of Internet Policy
- **1st Violation**: 1-day suspension
- **2nd Violation**: 7-day suspension
- **3rd Violation**: 30-day suspension
- **Warning or 7-day Suspension**: 30-day suspension with approval
- **Suspension with Approval**: 1-year suspension

### Efforts to Bypass the Security of the Network, Misuse of the Computers or Internet Access
- **1st Violation**: Warning or 1-day suspension
- **2nd Violation**: 7-day suspension
- **3rd Violation**: 30-day suspension
- **6-month Suspension with Approval**: 1-year suspension
- **1-year Suspension**: 2-year suspension

### Possession of Alcoholic Beverages or Illegal Drugs
- **1st Violation**: Warning or 1-day suspension
- **2nd Violation**: 7-day suspension
- **3rd Violation**: 30-day suspension
- **6-month Suspension with Approval**: 1-year suspension
- **1-year Suspension**: 2-year suspension

### Verbal and/or Physical Harassment of Staff or Customers
- **1st Violation**: Warning or 1-day suspension
- **2nd Violation**: 7-day suspension
- **3rd Violation**: 30-day suspension
- **6-month Suspension with Approval**: 1-year suspension
- **1-year Suspension**: 2-year suspension

### Destroying or Defacing Library Material
- **1st Violation**: Warning or 1-day suspension
- **2nd Violation**: 7-day suspension
- **3rd Violation**: 30-day suspension
- **1-year Suspension**: 2-year suspension
- **2-year Suspension**: 3-year suspension

### Selling, Soliciting or Distributing Illegal Drugs
- **1st Violation**: Warning or 1-day suspension
- **2nd Violation**: 7-day suspension
- **3rd Violation**: 30-day suspension
- **1-year Suspension**: 2-year suspension
- **2-year Suspension**: 3-year suspension

### Theft or Attempted Theft of Library Property
- **1st Violation**: Warning or 1-day suspension
- **2nd Violation**: 7-day suspension
- **3rd Violation**: 30-day suspension
- **1-year Suspension**: 2-year suspension
- **2-year Suspension**: 3-year suspension

### Failure to Surrender or Remove from the Premises Any Items
- **1st Violation**: Warning or 1-day suspension
- **2nd Violation**: 7-day suspension
- **3rd Violation**: 30-day suspension
- **1-year Suspension**: 2-year suspension
- **2-year Suspension**: 3-year suspension

### Engaging in Fighting
- **1st Violation**: Warning or 1-day suspension
- **2nd Violation**: 7-day suspension
- **3rd Violation**: 30-day suspension
- **1-year Suspension**: 2-year suspension
- **2-year Suspension**: 3-year suspension

### Engaging in Sexual Activity
- **1st Violation**: Warning or 1-day suspension
- **2nd Violation**: 7-day suspension
- **3rd Violation**: 30-day suspension
- **1-year Suspension**: 2-year suspension
- **2-year Suspension**: 3-year suspension

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In addition to the listed suspension guidelines for the Toledo Lucas County Public Library, any criminal offense committed on the Library premises, in violation of local or municipal ordinances or the Ohio Revised Code will be subject to prosecution, subject to the discretion of the executive director, director of public services or manager of public services. In cases where the patron disagrees with the suspension letter, he/she can send a letter of appeal to the director of public services (325 Michigan St., Toledo, OH 43604) within seven days of receipt of the suspension letter.

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Visitors must behave in a socially acceptable manner on the premises of the Toledo Lucas County Public Library.

Guidelines for addressing infractions and suspending visitors from Library property are below.